

Drs. BALL, PURCHAS, LIN, MURTHY, SMITHSON & MOON

Associate: Drs Hutchinson and Keast

'To Improve the Health, Wellbeing and Lives of those we care for'

Email: enquiries.probusurgery@nhs.net

www.probusurgery.co.uk

VAT registration number 668 4114 21

Environmental Sustainability and Waste

Disposal Policy

Amended by Spencer Casey

Probus GP Practice

Environmental Sustainability and Waste Disposal Policy

Contents

Environmental Sustainability and Waste Disposal Policy 3

Purpose and definitions 4

Scope 4

Roles, rights, and responsibilities 4

Principles of this policy 5

Distribution 10

Training 11

Monitoring and reporting 11

Summary of NHS legal and mandatory documentation 11

Versions 11

Bibliography 12

Purpose and definitions

The purpose of this policy is to provide guidance for staff and assurance to patients that xxx is committed to continually providing high quality healthcare for all patients and supporting the staff who provide this care. The aim of the policy is to inform all staff of their responsibilities to ensure that we adhere to responsible environmental standards and appropriate waste disposal.

Definitions**Sustainability**

Meeting the needs of the present without compromising the ability of future generations to meet their own needs. Sustainable development must address environmental, economic, and social factors and the interrelationships between them.

Environment

Surrounding conditions, influences, or forces, by which living forms are influenced and modified in their growth and development.

Scope

This policy applies to all employees of xxx, contractors, seconded staff, placements, and agency staff.

Roles, rights, and responsibilities**All staff**

All staff have a responsibility to familiarise themselves with the relevant elements of environmental standards and waste disposal procedures with reference to their own role.

Practice manager

To update the policy, ensure that it is aligned with national guidelines, distribute appropriately, and ensure that staff are trained at induction and at regular intervals so that they are aware of the principles of environmental sustainability and waste disposal and the content of the practice policy.

Principles of this policy

This policy adheres to local and national guidance and policy including the Environmental Protection Act 1990 <http://www.legislation.gov.uk/ukpga/1990/43/contents>

Basis

The practice's approach to environmental sustainability is based on the principles of international standard ISO 14001.

Environmental sustainability policy statement

The practice believes that the protection of the environment is the duty of all responsible organisations and is committed to the principles of sustainability.

The practice recognises that its activities have potential impact on the environment and is committed to meet and, wherever practical, exceed the requirements of all relevant legislation. In our work, there is the opportunity to protect the environment and by exercising proper control over our activities, the practice will promote the use of sustainable resources and discourage wasteful or damaging practices.

Aims

- To control environmental risks.
- To promote and adopt best practice.
- To maintain and develop the practice in a sustainable manner.
- Communicate and inform staff and the community.

- Work with external authorities and bodies.

Specific objectives

- Manage and conserve resources, reduce energy, promote waste reduction, reuse, and recycle.
- Including the promotion of positive sustainability in all company activities, including software development and knowledge authoring.
- Promote the efficient use of practice resources.
- Dispose of materials responsibly.
- Manage energy and water to reduce consumption.
- Work with the local authority, our community, and all agencies to promote best practice with regard to the environment.

Promote an environmental transport strategy

Integrate environmental management policies and practices into every level and department of the practice.

Work towards implementation of an environmental management system and to consider accreditation to a nationally or internationally recognised environmental management standard.

Continual improvement

The practice is actively engaged with the principles of sustainable development through environmental protection and community involvement and is committed to continual improvement of the organisation's environmental sustainability performance.

This is achieved by ensuring environmental sustainability is implemented throughout all activities, in all locations.

Implementation of the environmental sustainability policy

This policy will be made available throughout the entire practice and will be part of a broader campaign to promote awareness and understanding of environmental issues.

The policy will be reviewed on an annual basis by the practice to ensure its appropriateness and continual improvement.

Waste minimisation

The practice's policy is to review opportunities and implement measures to minimise general and hazardous waste generated by the company that is sent to landfill and increase the proportion of waste that is recycled.

The practice has implemented a company-wide recycling programme and has adopted the waste minimisation hierarchy of most favoured being prevention to least favoured disposal.

The practice is committed to eliminate unnecessary waste, as well as reduce, reuse, and recycle items to decrease the environmental impact and financial costs of sending waste to landfill.

Travel

The practice's policy is to encourage sustainable travel, the use of efficient public and communal transport, bicycles, and walking, and to reduce carbon dioxide emissions from work-related travel.

The practice discourages unnecessary travel and use of private motor transport for both travel to the office, and travel for other work purposes during the day, with the aim of reducing traffic.

The practice has provided showering and changing facilities for staff.

The practice takes account of the impact caused with associated commuter journeys and business travel to and from its office.

The practice also provides opportunities to reduce travel, such as video conferencing (for example, use of webinar technology) and home working.

Sustainable procurement

The practice's policy is to purchase products and services that reduce environmental impacts locally, and globally, and minimise direct or indirect pollution to land, air, and water.

The practice is working towards developing a sustainable procurement policy that seeks to minimise resource use, as well as consider the environmental impact of products and services it procures.

The practice will work to ensure that the purchasing policy is applied on a company-wide basis, to increase the use of sustainable products, and products that can be recycled after use.

The practice will work with its supply chain to take account of sustainable procurement where possible. It will also consider Fairtrade and ethical investment issues.

Energy efficiency

The practice's policy is to promote and ensure energy efficiency, and to reduce carbon emissions, whenever possible.

The practice staff are asked to turn off lighting in rooms that are not being used.

The practice staff will ensure that workstations and electrical equipment are switched off at the end of the day.

The practice printers should be default set to double-sided printing and black and white.

The practice will recycle all paper and packing materials.

The practice aims to reduce carbon emissions through energy efficiency and is monitoring energy performance to measure progress towards cutting its carbon emissions and associated energy costs.

The practice also raises awareness to encourage carbon conscious behaviour amongst its staff and business partners.

Greenhouse gasses

The practice's policy is to reduce the emission of greenhouse gasses (GHGs) deriving from energy consumption and other activities that contribute to global warming.

The practice's activities do not directly result in the emission of GHGs.

GHGs include methane and volatile organic compounds (VOCs), which have a significantly higher global warming potential (GWP) than carbon dioxide.

Water

The practice's policy is to work to cut water use and promote water conservation.

The practice reviews opportunities and implements measures for reducing the use of mains water.

If necessary, the practice will reduce pollution entering watercourses via storm water (surface water) drains and sewers.

New build and refurbishment

The practice's policy is to build environmentally sustainable buildings and embed sustainable building best practice into the management of the Estate.

If it becomes relevant, the practice will promote resource efficiency through the design, construction, use, and disposal of buildings.

The practice would use the BREEAM methodology to incorporate sustainability into new building projects.

The practice is committed to the development of sites within walking or cycling distance of major transport hubs.

Emissions and discharges

The practice's policy is to monitor, control, and reduce any emissions or discharges.

The practice's operations do not directly produce emissions or discharges.

The practice is committed to pollution prevention and compliance with relevant environmental legislation and other requirements.

If it becomes relevant, the practice would endeavour to prevent pollution at source and seek to reduce emissions and discharges to water, air, and land.

This is particularly relevant to hazardous waste management and exercising its legal duty of care.

Biodiversity and landscape

The practice's policy is to preserve, and where possible, to enhance wildlife habitats in non-urban and urban environments owned by, or related to, the practice, and to reduce environmental impacts on biodiversity both locally and globally.

The practice will maintain its landscaped areas to support wildlife as well as deliver amenity value and seek opportunities to improve biodiversity.

Raise awareness

The practice's policy is to raise awareness, share knowledge, and facilitate best practice in environmental sustainability, with staff, business partners, and the local community.

The practice communicates with staff, patients, and other relevant agencies about its environmental policy and programmes.

The practice actively engages with staff and business partners to gain their support and participation in improving the sustainability performance of the company.

Distribution

Employees will be made aware of this policy via TeamNet.

Patients will be made aware of this policy using patient leaflets and on the practice website

Training

All staff will be given training on environment sustainability and waste disposal at induction and at regular intervals thereafter.

Any training requirements will be identified within an individual's Personal Development Reviews. Training is available in the Training module within TeamNet.

Equality and diversity impact assessment

In developing this policy, an equalities impact assessment has been undertaken. An adverse impact is unlikely, and on the contrary the policy has the clear potential to have a positive impact by reducing and removing barriers and inequalities that currently exist.

If, at any time, this policy is considered to be discriminatory in any way, the author of the policy should be contacted immediately to discuss these concerns

Monitoring and reporting

Monitoring and reporting in relation to this policy are the responsibility of the practice manager.

The following sources will be used to provide evidence of any issues raised:

- Complaints.
- Significant and learning events.

Any incidents relating to environmental sustainability or waste disposal will be monitored via incident reporting.

Summary of NHS legal and mandatory documentation

The Environmental Protection Act 1990 <http://www.legislation.gov.uk/ukpga/1990/43/contents>

Versions

Document review history

Version number	Author/reviewer	Summary of amendments	Issue date
1.0	Clarity Informatics	Policy written	19.5.2020
2.0	Spencer Casey	Reviewed	05/08/2021
3.0			
4.0			
5.0			
6.0			
7.0			

Bibliography