

Environmental Sustainability Policy

April 2025

Objective

To ensure that CHANGE AGENTS UK mitigates its contribution to global emissions, unsustainable resource use, and biodiversity degradation; and, where possible, maximises opportunities to contribute to a low-carbon and resilient future.

General Policy Statement

CHANGE AGENTS UK defines sustainability as the vision of enhancing economic, social and environmental capital in a way that ensures a better quality of life for everyone, now and for generations to come.

Raising public awareness of the climate emergency and working towards a zero-carbon future are two of CHANGE AGENTS UK's charitable objectives. CHANGE AGENTS UK will conduct its business in such a way as to proactively embed environmental stewardship in all its operations, policies and activities.

CHANGE AGENTS UK recognises that businesses impact on the environment in a variety of different ways. As part of our Environmental Sustainability Policy we are committed to the continual improvement of our environmental performance in relation to our services and operations.

Governance

We are committed to:

- Adopt an Environmental Management System.
- Report annually on our greenhouse gas emissions and create an action plan to reduce these.
- Systematically assess all aspects of our company to ensure we are continually improving our environmental credentials.
- Ensure every staff member receives environmental training and is climate literate.
- Support our Directors, partners, Change Agents, clients, volunteers, supporters and funders to become climate literate.
- Comply with, and where possible, exceed all environmental regulations relevant to our organisation and its activities.
- Reduce waste, pollution and noise both locally and in the wider environment.
- Allow staff time equivalent to at least a half day per year to support voluntary environmental projects.

Sustainable Operations Management

We are committed to working with our staff, customers, suppliers, investors, contractors, regulatory bodies and neighbours to achieve the following objectives;

1. Minimise use of electricity, heating and water through:
 - a) Purchasing a renewable energy tariff
 - b) Ensuring electrical equipment, heaters and taps are turned off when not in use.
 - c) When purchasing electrical equipment, choosing products that have the Energy Star or similar rating.
 - d) Installing energy efficient lighting and heating.
 - e) Working cooperatively with our landlord to improve the insulation of our building
 - f) Installing water displacement devices in toilet cisterns.
2. Align to the sustainable travel hierarchy including:
 - a) Minimise the need for travel through effective use of online communication technology.
 - b) Support home working and flexible working to reduce regular commutes to the office.
 - c) Consider the needs and geographic location of our stakeholders when employing staff to reduce long-distance travel.

When travel is required, we will:

- d) Encourage walking and cycling where appropriate.
- e) Promote public transport as the priority mode for longer journeys.
- f) Only consider car journeys over public transport where there is (i) an accessibility requirement (b) no public transport options available (c) the journey would take over twice as long and longer than 5 hours by public transport
- g) Where driving is necessary, we will encourage car sharing.
- h) Due to their high environmental impact, virtual opportunities and location of our stakeholders, flights will not be expensed.



3. Reducing our use of natural resources through effective alignment with the waste hierarchy and 'green' purchasing:
- a) Only buy products which are critical to business operations.
 - b) Where short-term use is required, choose to rent where suitable, financially feasible and possible.
 - c) Choosing second-hand products or recycled materials to increase circularity.
 - d) Reusing products as long as possible, and regularly maintaining our IT equipment to ensure longevity.
 - e) Maximising recycling rate of waste, including for cardboard and paper, glass, aluminium, and electronic (WEEE) waste.
 - f) Ensuring all legal standards for waste disposal are met, including choosing contractors with a valid Waste Carrier License and completing Waste Transfer Notes for any disposals of fixed assets worth over £500.
 - g) Reducing specialist waste collections e.g. WEEE by storing items until there is a larger amount to collect.
 - h) Supporting ethical organisations where possible, ideally charities or those with third-party certification of environmental action e.g. B Corp, ISO14001 certified, Fairtrade etc.
 - i) Use of environmentally-friendly cleaning products.
 - j) Reducing the use of paper and, where necessary, purchasing FSC certified recycled paper and setting the printer to double-sided, black-and-white by default.

Responsibility for implementing the Policy lies primarily with the Executive. However, it is the responsibility of all employees, visitors and contractors to fully support this policy through active participation and co-operation. Compliance with this policy will be continuously monitored and subject to review by the Board and Executive.

This policy will be displayed at all times in the CHANGE AGENTS UK office and is openly available to all members of the public via our website – www.changeagents.org.uk

Signed

Lexie Jones
Chief Executive

Next Review: April 2026