# Policy & Procedures

## Climate and environment

## Introduction

The Culture Health & Wellbeing Alliance (CHWA) believes that our health and wellbeing are built on our capacity to be creative and to feel invested in and valued by our culture. The Alliance strives to support and develop activities and policies to build a society in which we are all able to access our creativity and build diverse, rich cultures together.

CHWA recognises that climate change and environmental protection are the most urgent themes of our time and this Environmental Policy is a statement of our commitment to help reduce the impact of our activities on the environment, and to creating positive impact where possible. Climate change and environmental degradation are indivisible from our health and wellbeing. Creative and cultural practices can address and shift our capacity to address damaging social and political practices, in support of our health and wellbeing.

## Policy Aims

CHWA will ensure a) that the environmental impacts of its activities are considered when planning its activities and that they are minimised wherever possible, and b) that our organisation supports efforts to mitigate the negative impacts of climate change where possible.

CHWA also aims to model and encourage best practice amongst its membership.

## Monitoring, review and responsibility

The Board of Directors will be responsible for ensuring the implementation of the Environmental Action Plan and that the Environmental Policy is reviewed annually.

### CHWA’s steps to minimise environmental impact

### Office arrangements

CHWA’s administrative and logistical activities are currently divided between the Director’s home, the Coordinator’s home and the Finance Officer’s home. All AHSW workers work from rooms inside their own homes. These three places are at some distance from each other (Yorkshire, London, and the South West).

A proportion of the business of the organisation can be conducted by phone, skype, or email, but the Director and Coordinator have undertaken to meet on a regular basis to support each other’s capacity and mental wellbeing.

The organisation is also however also responsible for convening meetings of stakeholders around the country on a regular basis.

The ‘office’ or workspace used by the Executive Director and Coordinator represents approximately 30% of the total space of their respective homes. The General Manager only heats and lights the area which she uses for work, during the work day, and she is the only one working in the house. The General Manager’s workspace is lit using energy-saving bulbs. The Coordinator uses a smart-meter to monitor electricity usage and keep usage as low as possible. The Coordinator uses an iMac computer which is very energy efficient (Power Consumption: Idle 40W, CPU Max 119W; Thermal Output: Idle 136 BTU/h, CPU Max –406 BTU/h.)WaterAs above, water use for AHSW would make up a percentage of what the General Manager uses in her home. Water usage for AHSW is minimal –refreshments and bathrooms only. Office equipmentThere is the usual complement of office equipment including:•Desktop Computer (iMac)•iPad•iPhone•Laser printer•Telephone Handsets (using VOIP network)•Wifi BoosterConsumables•Paper –recycled only•Toner cartridges•General stationery, making green choices where possible, e.g. a staple-free stapler and refillable ink cartridges.

### Travel

Staff members travel by train or bus by default. Occasionally the Coordinator travels by car, e.g. when taking lots of equipment to set up for events.

Staff are committed to undertaking no more than 1 long-haul return-flight per annum or 2 short-haul return-flights per member of staff. Where it is possible to travel by train and/or bus rather than fly, staff will take this option even if it requires longer travel time.

Stakeholders are encouraged to travel by public transport to group meetings, and reimbursed for this.

### Paper

We attempt to minimise the use of paper at meetings, printing 2/3 copies of papers (on recycled paper) for those who may not be able to access information on laptops/tablets. We encourage delegates to print only what they need to bring with them.

Our annual conference is virtually paperless with only a few information sheets printed for the space for those who can’t access information digitally.

CHWA produces no leaflets, only business cards. Its information is held and distributed online. CHWA is aware, however, that this means some of our stakeholders without regular access to computers/smartphones cannot access the information we provide. This may lead to a form of discrimination against people identifying as having protected characteristics and at the sharp end of socioeconomic inequalities – which contravenes our [Equality, Representation & Diversity Policy](https://www.culturehealthandwellbeing.org.uk/policies-procedures). We will assess the balance between on and offline provision annually when this policy is reviewed.

### Energy efficiency

Considerations of server use?

### Meetings

### The meetings are held in various locations around England, and are usually accessible by train. Members and others are invited to share transport (taxis and lifts), a process that CHWA helps to facilitate.

### Energy and water usage is not under our control at any of the events venues but as they tend to be larger organisations, it is assumed that they will have their own environmental and energy reduction policies.

### Food and drink

### Staff and Directors all use re-usable coffee flasks/cups as much as possible. CHWA supports local food providers where possible, and caters with vegetarian food only at all events, with vegan options available.

### The catering in most venues is generous and usually there is some wastage which can be compounded if delegates are unable to attend and fail to let us know in time. We often ask our caterers to provide options for cutlery, containers and crockery that has the least environmental impact. For example this may mean crockery that can be washed rather than offering recyclable coffee cups. The type of food produced is not generally under our control but where it is, we choose smaller, artisan caterers over the corporate caterers.

### Recycling

### We recycle all materials used by CHWA where possible, and choose recyclable or biodegrdable materials where possible.

### CHWA’s steps to encourage best practice in the sector

### CHWA is engaged in the Julie’s Bicycle Accelerator programme with a view to implementing ideas across its own organisation and the wider sector.

### Each month in our bulletin we provide at least one article relating to climate change/ environmental work.

### In 2020 we established a CHWA award for climate change, recognising projects or programmes connecting climate change, health and culture/creativity.

### Revision history

The Culture, Health & Wellbeing Alliance Board of Directors will review this policy every year.

Date approved

Date amended

Date amended