



Environmental Policy 2022 - 2023

Version: Final
Date: May 2023
Review Date: August 2025

Nominated Board representatives:
Belle Bradley, Trustee
Bruce Leeke, CEO

CREATED BY :
Environmental &
Sustainability Focus Group

APPROVED BY :
Suffolk Libraries Board

SUFFOLK LIBRARIES IPS
Ipswich County Library
Northgate Street
Ipswich IP1 3DE

01 INTRODUCTION



SUFFOLK LIBRARIES AMBITION IS TO LEAD THE WAY IN EMPOWERING OUR COMMUNITIES TO TAKE ACTION TO PROTECT OUR ENVIRONMENT.

Suffolk Libraries Industrial & Provident Society Ltd took over the running of Suffolk's library service in August 2012. The service is community owned with 45 library buildings across Suffolk, 9 prison libraries nationally, 2 pop-ups & 4 mobile libraries with a workforce of 400+ staff & 1000+ volunteers. Suffolk Libraries is a well-regarded service with a membership of 100k+ people & a wide partnership network including organisations in the statutory & voluntary sectors. We aim to transform lives through access to knowledge & resources, promote lifelong learning & nurture communities by meeting their evolving needs. The spread, and the rural nature of Suffolk limits the scope for reducing travel, so our focus over the next 5 years is to understand our data and focus our change process on energy use, advocacy, waste management and the performance of our buildings.

We are committed to the sustainable management of the local and global environment and, as a contractor to Suffolk County Council, supports the Council's policy to achieve the ambition to Create the Greenest County by tackling the issue of a changing climate, reducing our carbon emissions, and protecting and enhancing the natural and historic environment.

Our action plan details how we plan to work closely with our landlords, specifically Suffolk County Council to actively reduce our carbon footprint, empowering our communities to tackle the climate crisis. To achieve this Suffolk Libraries will undergo a process to ensure our staff understand their data at all 60 libraries settings. Our programmes take inspiration from environmental action, through our enduring partnerships and our communities engage with us through workshops, projects & initiatives which advocate for sustainable practices.

In delivering our services, we are committed to meeting all relevant regulatory, legislative and other requirements, and to the continual improvement of our environmental performance.

The Compliance Manager & the environmental focus group will continue to support planning, implement initiatives & monitor performance locally & across the service. Environmental impact is a standing agenda item at board meetings, with a board trustee & the CEO acting as representatives at sub-group meetings, reporting directly to the Board on progress & in the annual report.

Suffolk Libraries recognises the importance of managing its own direct and indirect environmental impacts.

02 THE POLICY

Suffolk libraries will continue to manage & improve our environmental performance through the implementation of an environmental action plan.

This will ensure that we undertake the following actions:

- Communicate with & train staff on environmental issues
- Prevent environmental pollution and minimise waste.
- Understand data in detail and set annual targets to support a reduction in our carbon emissions, year-on-year.
- Continually improve our energy efficiency and reduce our use of resources.
- Reduce the impact of vehicle travel by our employees where possible.
- Continue to implement sustainable procurement practices.
- Minimise the impact on the environment of all existing and planned activities.
- We will ensure that sustainable development and design is a fundamental element of our policies and activities.
- We will champion environmental awareness and sustainability to staff and the public through our programmes and participation in publicity, recycling schemes, exhibitions and information giving.
- We will actively participate in environmental schemes, and look for funding to upgrade buildings and plan to improve environmental performance.
- We will work closely with Suffolk County Council (our landlords) to nurture habitats for wildlife, increasing the bio-diversity
- We are committed to increase the use of electronic media wherever possible to reduce the need for paper and travel, whilst also understanding the environmental impact of the organisations digital infrastructure.
- We will champion Suffolk County Council's ambition to Create the Greenest County and will contribute actively to the achievement of this ambition.
- We will actively share learning & collaborate with partner organisations ensure a joined-up strategy to tackle the climate crisis.

This policy will be reviewed by the Board of Directors on a regular basis with the environmental action plan continuing to be monitored through a standing item on board meeting agenda's.