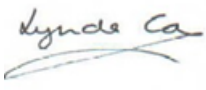




Mission: working together to help make people and communities stronger and healthier through education, training, and support for mental health and wellbeing

Vision: to be the most trusted mental health and wellbeing charity

Environmental Policy and social value statement

Policy Owner and Lead	CEO
Author	Head of Business Development
Applies to	Staff, Volunteers and Trustees, Clients, customers and visitors eg. contractors
Formally endorsed by	Board of Trustees
Endorsement date	May 2024
Next review	May 2026
Signed Trustee	
Signed CEO	

Link to relevant policies:

Health and Safety
Volunteering
Influencing and participation
Financial Procedures
Social Value

Policy Statement

Tyneside & Northumberland Mind is committed to playing its part in the development of a sustainable future for the environment in the way we use resources, plan and develop services and deliver effective and efficient services to the local community. It recognises the need for compliance with relevant legislation, e.g. Companies Act 2006 (Section 171 (1) (d) Climate Change Act 2008, Environment Act.

It recognises that this commitment is an integral part to supporting the wellbeing of its people and an increasingly core requirement for commissioned service contract compliance.

Background and research

This policy makes use of the National Mind Policy checklist and has been substantially reviewed in the light of;

- contractual requirements set by statutory commissioners eg. Newcastle City Council OT contract from March 2024,
- interest from the workforce and volunteer team recorded in the SWAI survey in November 2023

“MIND has a powerful voice and can help to highlight the links between the climate emergency and poor mental health, this also links in with a range of inequalities in our communities - people from disenfranchised groups are the most severely affected by climate emergency and by poor mental health” Staff member, SWAI Survey November 2023.

Key Principles

Our Environmental Policy offers guidelines to all stakeholders ie. Clients, customers, staff, volunteers, trustees and visitors eg. outside contractors about what we can do as an organisation and as individuals, to minimise our adverse impact on the environment and take positive steps toward a carbon neutral future. It includes all local Mind activities and all working locations eg. Offices, community hubs, working from home locations

We recognise the type of scale of commitments we make need to be realistic, measurable, achievable and relevant to resources and the way we work.

Implementation, Consultation, engagement and local learning

All stakeholders are encouraged to minimise their impact on the environment as part of their work. This document is included in induction and workforce training. Consultation on progress will take place annually as part of the annual staff survey and we actively encourage feedback and ideas for good practice and improvement as part of team discussions and working practices. The local sector is mobilising around the needs of charities to produce viable policies and practice and we will engage with local forums on this topic.

Communication and messages

We will post positive environmental messages about recycling in our work places and spaces eg. No print policy, switch off lights when not in use.

Action Plan, Reporting and Monitoring

This policy has a supporting action plan in recognition of the forward work and measurable commitments that need to be adopted. *Both the Policy and Action plan will be reviewed annually by SMT and Trustees?*

Arrangements

Ethical investment

All investments made will be made against an ethical framework as set out in our financial procedures.

Use of local suppliers

We are committed to the use of local suppliers for the purchase of goods, products and services.

Purchasing of promotional products to support community events

We are committed to the purchase of eco friendly products to support events and activities and re-inforce positive messages eg. paper goody bags, branded eco friendly water bottles

Use of natural spaces and messages promoting use of the environment

We encourage the use of natural spaces in our activity and in the messages we provide to our clients and customers eg.

Waste reduction and carbon neutral assessment

To date we have made the following commitments:

Gateshead Climate Pledge (actioned November 2023)

North of Tyne Pledge (to be actioned September 2024)

The production of a Waste reduction policy based on a baseline Energy audit.

Tyneside and Northumberland Mind will aim to conduct an annual review of its energy use. This will seek to identify areas where waste can be reduced and practices changed to encourage then organisation and its staff to act in a more environmentally friendly manner.

Hybrid, flexible working and use of technology

The workforce is encouraged to minimise the impact of the environment in the way it organises its working arrangements within the requirements of business needs. eg. reduced travel time by efficient scheduling of meetings, use of teams and zoom.

Digital Storage

Digital storage has an impact on energy use. We are committed to single systems eg. Intranet and external website model, which will improve the quality of working arrangements and reduce energy consumption.

Travel for work

Public Transport

Where possible staff should use public transport when travelling cross-country. It is understood that for local appointments and meetings travel by car is preferable but public transport should be considered as a viable alternative. Bike to work is encouraged and possible and we will support requests for bike to work schemes [Cycle to work scheme implementation guidance for ...GOV.UKhttps://www.gov.uk](https://www.gov.uk/guidance/cycle-to-work-scheme-implementation-guidance-for-businesses)
> ... > Climate change and energy

Waste Reduction targets

Tyneside and Northumberland Mind will conduct an audit of its energy use against a measured agreed baseline. This will seek to identify areas where waste can be reduced and practices changed to encourage then organisation and its staff to act in a more environmentally friendly manner. The first review will use the expertise of a consultant in Summer 2024 when premises move is complete.

Staff are encouraged to be mindful of energy usage at all times.

Recycling

Staff are required to recycle paper and other items which can be collected as part of the recycling services offered by the local authority in which they are based.

Use of Energy at Work

All staff are encouraged to minimise the use of energy at work.

- Lights to be switched off when not in use
- Appliances to be switched off when not in use
- Heating to be used only in rooms that are being used on that day
- Staff members should dress appropriately for the season

Hazardous Waste

If any hazardous waste materials are identified during the energy review, or come into the business during normal operational activity, then they must be dealt with accordingly. If staff members are in any doubt as to the requirements for dealing with hazardous waste, then they must seek advice from the Head of Services.

Water Use

The workforce should be mindful of minimising the use of water, where possible. Please ensure all taps are fully turned off after use. Kettles should only be filled with the amount of water required. Urns are not to be overfilled.

Tele and Video Conferencing

Staff are encouraged to use conferencing facilities to link-up with colleagues in other locations.

No Print Policy

Tyneside and Northumberland Mind has adopted a no print policy with the exception to printing that vital for a client or the organisation. Examples of this could include client letters, training and wellbeing material

Environmental Policy and social Value Action Plan 8th April 2024 extract

Action	Date	Lead	
Ethical Financial Framework			
Waste reduction and carbon neutral assessment			
Sign North of Tyne pledge	June 24		
Identify environmental champion	July 24		
Produce Social value indicators (example below)			



Core Social Value Activity Indicators	Frequency
Environmental Policy that applies to organisation's Newcastle activity	Annual
% of employees completed environmental training	Annual
No. of employees on contract using car share/public transport/cycle to work scheme	Annual
No. of Newcastle residents employed on this contract	Annual
Total amount supply chain spend in Newcastle on this contract	Annual
No. of accredited training opportunities on the contract completed/will be supported to completion by the organisation	Annual
No. of voluntary staff hours donated to support community activity in Newcastle on this contract	Annual

North of Tyne Good Work Pledge	Annual
Details of workforce representation	Annual
% of employees on more than 0 hours contracts	Annual