



## GS45 Green Synergy Environmental Sustainability Policy

### Purpose of the Policy

Green Synergy is committed to minimising the impact of its charitable activities on the environment. The organisation recognises that developing sound policies in defining the effective management of all of Green Synergy environmental management will significantly benefit the overall efficiency of the Green Synergy response to our service users and promote the best interests of its beneficiaries, partners, stakeholder and funders.

### Our Commitments

The key points of our environmental sustainability policy are to:

- ✚ Green Synergy will comply with all relevant environmental legislation.
- ✚ Actively promote recycling both internally and amongst our users and local communities.
- ✚ To promote the importance and value of a quality environment, and to support local people in their enjoyment of it, through workshops, trips and community engagement events.
- ✚ Minimise the use of single plastic and use recycled materials where possible.
- ✚ Minimise purchasing new items and, if so, source products that minimise the impact on the environment. Purchase second hand goods whenever possible.
- ✚ Minimise as much waste by evaluating our operations and ensuring they are as efficient as possible. Upcycle materials whenever possible.
- ✚ Aim to increase staff and volunteers' awareness of environmental issues and enlist their support in improving the charity's performance, such as bringing their own green waste for composting and minimise the use of resources. Train staff and volunteers in waste management.
- ✚ Green Synergy will encourage the adoption of similar principles by its suppliers, and ensure the procurer checks the supplier sustainability credentials.
- ✚ Use Hillside Garden as hub for local, sustainable food growing, by educating beneficiaries and volunteers on vegetable growing and cooking.

Green Synergy has a responsibility to conduct itself in an environmentally sustainable way in line with our charitable objectives, and to reduce the charity's footprint.

Our aim is to reduce, reuse, recycle and upcycle and all staff are requested to follow this policy wherever possible in the following areas:

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## 1. Climate Change

- i. The City of Lincoln Council in which boundary our charity operates has declared a climate emergency and pledges to be fully carbon neutral by 2030. We have set out plans for immediate and long-term actions to reach this goal which include:
  - i. Energy Management
    1. Encourage staff switch off electrical equipment and unnecessary lights when not in use.
    2. Encourage staff to close windows and external doors when heating is on.
    3. Move to smart meter/thermometers to highlight usage.
    4. Switch off all unused electricals and only put heating on when necessary.
    5. Encourage staff to minimise the use of electric heaters and fans.
    6. Introduce phased replacement of LED bulbs.
    7. Switch to 100% renewable energy tariffs for electricity where available.

## 2. Nature and Wildlife

- i. Green Synergy committed to increasing opportunities for nature to thrive with the community gardens it manages. Environmental growth will be achieved by:
  - i. Protecting and enhancing the quality and extent of the natural environment within Hillside Community Garden, Ellie's Garden and other green spaces.
  - ii. Supporting the conservation of trees, hedgerows, beds and wilding areas.
  - iii. Managing the community gardens in a manner that protects and increases biodiversity, such as timing pruning operations outside nesting season, and cut meadows in autumn.
  - iv. Machinery only to be used when necessary to reduce energy consumption. This is done by assessing timings, increase mowing height, and reduce mowed areas.

## 3. Pesticide Use

- i. Green Synergy has ceased the use of pesticides on community gardens we manage (with the exception of use for the control of Schedule 9 plants under

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the Wildlife and Countryside Act 1981, such as Japanese Knotweed, or where it is used to reduce material risks to asset integrity).

#### **4. Water Management**

- i. Green Synergy is committed to responsible water management and conservation throughout its operations, which include:
  - i. Encouraging staff, volunteers and users to use water efficiently on the community gardens.
  - ii. Increase the garden resilience to draught by growing more resilient species and use cultural practices that reduce the need for irrigation.
  - iii. Where possible, utilising water IBCCs / water butts as a non-drinking water source and increase rainwater storing capacity on site.
  - iv. Ensuring staff and users are aware of which materials can be disposed of in wastewater.

#### **5. WASTE & RECYCLING**

- i. Green Synergy is committed to reducing waste and increasing recycling in the following ways:
  - i. Keep waste to a minimum by preventing, reusing, recycling, upcycling or recovering waste.
  - ii. Ensure waste is sorted, stored and disposed of appropriately.
  - iii. Cease use of single-use plastics for charity operations and events
  - iv. Recycle all recyclable waste generated by charity operations and events.
  - v. Promote and encourage recycling across the community gardens and offices.
  - vi. Use recyclable, compostable and/or recycled products in charity premises.
  - vii. Reduce the production of non-recyclable resources such as laminated or plastic based publicity material.
  - viii. Minimise the amount of printing and minimise the amount of wastepaper. Reuse wastepaper for taking notes or do drafts unless it has personal or confidential information.
  - ix. Utilise electronic communications where possible to minimise printing.
  - x. Minimise pollution and prevent where possible (including light, noise, solids, liquids and chemicals)
  - xi. Use composting facilities at each community garden.

#### **6. Purchasing**

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- i. Green Synergy is committed to environmental sustainability purchasing with the following measures:
  - i. Staff to purchase peat free compost at all times.
  - ii. Staff to purchase Fairtrade tea and coffee where possible.
  - iii. Consider buying organic milk.
  - iv. Support local businesses.
  - v. Use recycled/FSC paper where possible and avoid printing unless necessary.
  - vi. To recycle ink cartridges and batteries.
  - vii. To buy FSC/second hand furniture where possible.
  - viii. Acquire items on a 'need to' basis only and prioritise second hand over new. Look for reclaimed materials for any construction/landscaping work.
  - ix. Consider durability/serviceability of equipment prior to purchase to minimise waste.
  - x. Choose corded equipment over cordless when power supplies are available, to minimise the waste created by batteries.
  - xi. Check the environmental/sustainability policy of suppliers prior to purchase and do not buy from suppliers/manufacturers involved in malpractice unless unavoidable.
  - xii. Buy products with less miles involved and prioritise local manufacturers/suppliers.
  - xiii. Minimise the number of deliveries required for a given order to reduce shipping emissions. Choose standard delivery over priority.
  - xiv. Arrange for a drop off collection or click and collect if feasible, especially if deliveries can be collected at the local convenience store. Choose royal mail over other delivery companies when available.
  - xv. Choose natural fabrics over synthetics unless man made fibres are required for the item function (i.e. waterproof jackets)
  - xvi. Do not purchase items/equipment with 'forever chemicals' such as PFOAS and choose alternatives without them.
  - xvii. Bulk buy in large containers instead of smaller packs. Go for refill shops with empty containers if feasible.

## 7. Sustainable Travel

- i. Promote and support modern working practices, such as remote working, amongst staff and Trustees.

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- ii. Encourage staff to car-share, where possible, when a car journey must be made on Charity business.
- iii. Promote and support the use of cycling, public footpaths and public transport.
- iv. Staff to use a bike instead of a car, to purchase locally, where possible.
- v. When a meeting involves car travelling, check whether it can achieve the same outcomes remotely.

### 8. Cleaning products

- vi. All cleaning products to be environmentally friendly/eco, without parabens, silicones or plasticisers.
- vii. Composting bin to be used for teabags and any other compostable waste and composted in the garden.
- viii. Find alternatives to air freshener.
- ix. Waste to be recycled where possible.

### 9. Composting

- i. Each garden to develop, maintain and manage composting of garden waste.
- ii. The charity aims to encourage others to compost appropriate garden/ fruit/ veg waste by educating them on how to compost.

Review Date: 12/09/2026

#### Related Policies:

GS37 Green Synergy Health and Safety Policy

#### Document Control:

Policy Details			
Policy	GS45Green Synergy Environmental Sustainability Policy		
Version	Date of Review	Reviewed by	Date Approved
V1	19.09.2022	CEO	Trustee Basecamp Approval process
V2	19.09.2023	CEO	Trustee Basecamp Approval process

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V3	17.09.2024	CEO	Trustee Google Drive Governance Portal
V4	12.09.2025	CEO	Trustee Google Drive Governance Portal

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