

Environmental policy

CAG Consultants

Last reviewed: 21 May 2024

Next review: 21 May 2025

Introduction

- 1.1 CAG Consultants is committed to achieving net zero by 2030, and is one of the companies counted in the UN Climate Change High Level Champion's [Race to Zero](#) campaign. As part of our pledge, we report on our progress every year and publish it on our website.
- 1.2 CAG has developed and maintains an environmental management system which follows the principles of ISO14001. Our innovative, flexible, home-working model minimises the environmental impacts of our day-to-day work. Nevertheless, we are endeavouring to take full account of our environmental impact and aim to continuously improve our performance in this area.
- 1.3 A small organisation, where partners work from home and mostly undertake desk-based work, the majority of CAG's footprint is from energy for our home offices, business travel and IT products and services. These areas are therefore the focus of our environmental policy.

Policy aims

- 1.4 We endeavour to:
 - Decrease our emissions / £100k income year on year.
 - Comply with and exceed all relevant regulatory requirements.
 - Continually improve and monitor environmental performance.
 - Incorporate environmental considerations into business decisions.
 - Increase employee and Partner awareness of this policy and provide training to ensure that we meet its requirements.

Policy priorities

- 1.5 Our current priorities for improving our environmental performance are:

Home working emissions

- switching to a renewable energy provider using 100% fossil-free energy
- Replacing oil / gas boiler with low carbon alternative, e.g. heat pump
- Generate own electricity e.g. installing solar panels and battery
- Improving insulation in the home office
- minimising the use of heating during working hours
- Minimising lighting energy e.g. installing LED light bulbs

Business travel emissions

- conducting meetings online when possible, rather than travelling to meetings

- using active travel and public transport for all journeys where reasonably possible and only using private cars when there is no alternative (reason must be stated on the expenses claim).
- Ensuring mileage is provided for any car expenses claim, to allow more accurate carbon emissions calculations.
- Select hotels and accommodation with a low carbon footprint. If the hotel doesn't disclose its emissions, look for environmentally-friendly certifications and green travel initiatives.
- All food purchased by CAG, for events and partner meetings, will be plant-based.
- Air travel is forbidden for business journeys within mainland UK or for business journeys of less than 500km on mainland Europe, and a strong business case for pursuing any work in locations which require air travel is required, with all such work requiring the agreement of the partnership in advance of it being bid for or taken.

Purchased goods and services emissions

- When buying equipment or services, make sure the supplier is committed to the 1.5 C goal. This means that they need to have set a target to cut their emissions in half by 2030 and reach net zero by 2050, and they're actively working towards these targets.
- Use CAG's matrix for IT equipment purchasing, which includes important considerations such as repairing products when possible, rather than replacing, and purchasing refurbished equipment where possible rather than buying new (amongst others).
- If a product isn't being used, try to find it a new home, return it to the supplier, resell it, or recycle it. If it's no longer functional, make sure it gets repaired, refurbished or recycled. Recycling IT equipment is also key to reducing e-waste, which is a growing problem.
- minimising file storage online – review how long files are required to be stored online after project completion,
- minimising the number of IT product subscriptions we use
- Environmental impact of replacement IT equipment, such as laptops, is to be evaluated using CAG matrix.
- Only procuring and supplying paper and wood-derived products that meet a minimum of FSC or equivalent standards, and using post-consumer waste recycled paper where possible.
- Procuring energy efficient environmentally-friendly furniture as far as possible. New equipment and furniture will only be sourced new where second-hand options are not appropriate.

Resource use and waste

- Minimising our use of paper and other office consumables.
- Arranging for the reuse or recycling of office waste including redundant equipment as far as possible.

Engaging suppliers:

- Communicate CAG's commitment to net zero with suppliers.
- Encourage suppliers to join the UN-backed Race to Zero campaign, or make a commitment to net zero by 2050 and halve emissions by 2030, e.g through the Associate agreement, or sub-contracts with other organisations.

Other

- Ensure that all our staff are fully aware of this policy.
- Ensure that we meet all our legal responsibilities.

Our Environmental Management System

1.6 We have developed an Environmental Action Plan to ensure we meet the requirements of this policy. Together, this policy and our action plan form our Environmental Management System (EMS). We will review our performance against the EMS on a regular basis.

1.7 We will review this policy at least annually in consultation with partners and staff.

Signed



Name

Lucy Harbor

Position

Partner

Date

21st May 2024