

Environmental Sustainability Policy

East Dunbartonshire Leisure & Culture Trust

1 INTRODUCTION

- 1.1 East Dunbartonshire Leisure and Culture Trust Museum Service is committed, through East Dunbartonshire's Sustainability and Climate Change Frameworkⁱ to joined up action on environmental, social, and economic priorities for communities.
- 1.2 The service is committed to ensuring that our actions today do not limit our quality of life in the future. This includes a commitment to 'green' issues.
- 1.3 This will be achieved by ensuring that the benefits delivered through day-to-day activities are not outweighed by negative impacts these activities may have on the planet, people, or resources.

2 THE GREEN OFFICE CODE (2005)

- 2.1 Minimising material use and waste generation by avoiding the use and disposal of materials and by encouraging reduction, re-use, and recycling.
- 2.2 Minimising contributions to climate change by encouraging energy efficiency.
- 2.3 Minimising water use.
- 2.4 Support local business

3 SPECIFIC GOALS OF GREEN OFFICE CODE

- 3.1 The Council maintains the following activities:
 - Procure at least 80% of white copier paper from recycled sources.
 - Reduce paper use through various measures, including printing and photocopying on both sides of paper where possible. Re-use waste paper with one blank side for notes, draft copies and children's art activities.
 - Re-use envelopes for internal mail and stationery items such as folders.
 - Encourage re-use of office furniture.
 - Use recycling services.
 - Eradicate use of plastic bags.
 - Minimise energy consumption in offices by encouraging employees to switch off lights, heating, and equipment when not in use.
 - Identify and realise opportunities for installing energy-efficient lightbulbs.
 - Encourage employees to use healthy, locally produced and fairly traded goods for catering and personal use and, where appropriate, stock Fair Trade goods in the museum shop.

- 3.2 This policy will be updated to reflect any new targets and commitments; these will also be communicated in the Sustainability and Climate Change Framework Action Plan, which is subject to ongoing revision.

4 Review Information

Review date: September 2023

Reviewed by Jennifer Binnie (Museums Collection Officer)

Approved by Esmee Smith (Heritage & Arts Team Leader)

Previous version: Environmental Sustainability Policy (2015)

Next review date: September 2024

ⁱ <https://www.eastdunbarton.gov.uk/residents/planning/planning-policy/sustainable-development>