PLATT MEMORIAL HALL

ENVIRONMENTAL POLICY

1. Purpose and Scope

Platt Memorial Hall is committed to operating in an environmentally responsible manner and to reducing the environmental impact of its building, activities, and events wherever reasonably practicable. As a community facility, the Hall recognises its responsibility to conserve resources, minimise waste, reduce pollution, and encourage sustainable practices among trustees, volunteers, hirers, users, contractors, and visitors.

This policy applies to the management, maintenance, and use of Platt Memorial Hall, including day-to-day operations, procurement, refurbishment projects, and all activities taking place on the premises. It is intended to guide decision-making by the Management Committee and to promote a culture of environmental awareness across all Hall activities.

2. Policy Statement

Platt Memorial Hall will, so far as is reasonable and proportionate to its size, resources, and charitable or community objectives:

comply with applicable environmental legislation, regulations, and relevant guidance affecting the Hall and its activities; use energy, water, and materials efficiently and avoid unnecessary consumption; reduce waste through prevention, reuse, repair, recycling, and responsible disposal;

consider environmental impact when purchasing goods, appointing contractors, and planning maintenance or improvement works; encourage sustainable behaviour by trustees, volunteers, hirers, users, and suppliers;

seek continual improvement in environmental performance where practical and affordable; and

support the wellbeing of the local community by maintaining the Hall and its surroundings in a way that respects the local environment.

3. Operational Commitments

3.1 Energy Use

The Hall will aim to make efficient use of energy in lighting, heating, hot water, kitchen equipment, and other appliances. This will include switching off lights and equipment when not in use, maintaining heating controls sensibly,

reviewing energy use periodically, and considering energy-efficient equipment or improvements when replacement or refurbishment is required. In planning building improvements, the Committee will consider measures such as insulation, draught reduction, low-energy lighting, improved controls, and other steps that may reduce carbon emissions and operating costs over time.

3.2 Water Use

The Hall will use water responsibly by addressing leaks promptly, maintaining plumbing and sanitary facilities, encouraging users not to waste water, and considering water efficient fixtures and fittings when practical. The Committee will seek to ensure that water is used only in the quantities reasonably required for safe, hygienic, and effective operation of the Hall.

3.3 Waste Reduction, Reuse and Recycling

Platt Memorial Hall will apply the waste hierarchy by seeking first to reduce waste, then to reuse materials where possible, then to recycle, and finally to dispose of residual waste responsibly. Suitable recycling arrangements will be provided where practicable and clearly communicated to users. Hirers and users will be encouraged to avoid single-use items, minimise unnecessary packaging, and leave the premises free from avoidable waste at the end of their hire period.

3.4 Purchasing and Procurement

When purchasing supplies, materials, equipment, or services, the Management Committee will, where practical and financially reasonable, take account of environmental considerations. This may include durability, repairability, recycled or recyclable content, reduced packaging, energy or water efficiency, local sourcing, and the environmental practices of suppliers and contractors. Environmental considerations will be balanced with cost, safety, quality, availability, and the Hall's operational needs.

3.5 Cleaning, Maintenance and Improvement Works

The Hall will aim to use cleaning materials and maintenance practices that are effective while minimising environmental harm where this is practical and safe to do so. When undertaking repairs, redecorations, or larger improvement works, the Committee will consider waste reduction, responsible disposal of materials, longevity, energy performance, and the suitability of sustainable or lower-impact materials. Contractors working at the Hall may be asked to work in accordance with this policy where relevant to their services.

3.6 Travel, Deliveries and Local Impact

The Hall will encourage, where feasible, sustainable travel choices such as walking, cycling, car sharing, and public transport. In managing events and hall use, consideration will be given to minimising unnecessary vehicle movements, noise, and disturbance to neighbours and the surrounding area. Where suitable, the Committee will seek to support local suppliers and tradespeople in order to reduce transport impacts and strengthen the local community.

3.7 Grounds, Biodiversity and Surroundings

Where Platt Memorial Hall has responsibility for outside space, planting, or grounds maintenance, the Committee will seek to protect and, where possible, enhance the local environment and biodiversity. This may include sensible management of green space, avoiding unnecessary pollution or damage, and considering wildlife-friendly approaches where these are practical, affordable, and appropriate for the site.

3.8 Events, Hirers and Hall Users

Environmental responsibility is shared by everyone using the Hall. Hirers, volunteers, and regular user groups will be encouraged to support this policy by using heating, lighting, water, and equipment responsibly; sorting waste and recycling correctly where facilities are provided; avoiding littering; reducing reliance on disposable items; and leaving the Hall in good order after use. The Committee may refer to this policy in hire conditions, user guidance, or signage where appropriate.

4. Roles and Responsibilities

The Management Committee has overall responsibility for approving this policy, promoting its implementation, and taking environmental considerations into account in relevant decisions. Individual trustees, volunteers, contractors, hirers, and user groups are expected to cooperate with the aims of this policy and to take reasonable steps to minimise avoidable environmental impact arising from their activities at the Hall.

Where appropriate, the Committee may nominate a lead trustee, volunteer, or small working group to monitor progress, identify improvement opportunities, and bring recommendations to the Committee. Environmental action should be integrated into routine hall management rather than treated as a standalone task only.

5. Implementation and Continuous Improvement

Platt Memorial Hall will implement this policy through practical and proportionate measures, taking account of the Hall's size, available funding, volunteer capacity, and building constraints. Environmental improvements may be delivered in stages and prioritised alongside legal, financial, and operational considerations.

The Committee will seek to review environmental performance from time to time, for example by considering utility consumption, waste arrangements, maintenance choices, user feedback, and opportunities for grants or improvements. Reasonable actions identified through this process may be incorporated into maintenance plans, budgets, refurbishment decisions, or hall operating procedures.

6. Communication

This policy will be made available to trustees and volunteers and may also be shared with hirers, contractors, and hall users as appropriate. Platt Memorial Hall may support the policy through notices, user guidance, hire terms, induction information, or periodic updates on environmental initiatives.

7. Monitoring and Review

This policy will be reviewed by the Management Committee at least annually, or sooner if there are significant changes to legislation, guidance, operations, premises, or environmental priorities affecting the hall. The review will consider whether the policy remains suitable, effective, and achievable, and whether any updates are needed.

8. Approval

Adopted by the Management Committee of Platt Memorial Hall.

Chair/Trustee name: / Trustee name: DAVID M VALLANCE

Signature: ture:

Date: 23.07.2026

Reviewed June 2026