

ENVIRONMENTAL POLICY

A INTRODUCTION

Our environmental policy is simple. We are committed to the protection of the environment and to integrating environmental best practice into all of our business activities and decisions. We are working towards developing our business in a sustainable way through a programme of continuous improvement throughout all our operations.

We have taken the following practical steps:-

1. We have appointed Partner Jonathan Marshall as our Sustainability Champion to lead the Firm's environmental programme.
2. We estimate that we are now recycling in excess of 70% of our waste. Our overall target is to achieve an 85% recycling rate over three years.
3. We are committed to reducing our energy usage. In the first year we have reduced our energy usage by 7%. We have further targets of 5% in the second year and another 5% in the third year.
4. Our business travel policy has been reviewed to discourage unnecessary travel and promote environmentally friendly travel habits.
5. We have invited Cumbria Business Environment Network to carry out an environmental impact assessment for the Firm. We will use this data to set new targets and monitor improvements.

B EXTERNAL INITIATIVES

We are proud to be part of the following organisations that are all committed to improvements in environmental performance:



Cumbria Business Environment Network – this European and regional publically funded network is committed to reducing its members' impact on the local environment through progressive target monitoring. Burnetts is the only firm of solicitors registered and involved in this scheme and to apply for certification through the CBEN awards based on ISO14001 criteria.

Cumbria Green Business Forum – this forum is aimed at encouraging environmental best practice by considering ecological, social and corporate responsibilities across Cumbria. We are in the process of being assessed for membership.

Environmentconnect – This is a business service initiative operating in the Northwest as part of Defra's national BREW (Business Resource Efficiency and Waste) programme. NWDA is co-ordinating the region's BREW Northwest opportunity supported by Enworks. We are registered with environmentconnect.

The Carbon Trust – we are registered with the Carbon Trust. The Trust's mission is to accelerate the move to a low carbon economy by working with organisations to reduce carbon emissions and develop commercial low carbon technologies.

C POLICY OBJECTIVE

Our objective is to measure and understand our environmental impact (collectively and individually), to inform and educate all our people about it and to set ourselves achievable goals for reducing our environmental impact (rather than off setting it).

One theme of this is to balance our environmental considerations with our business needs.

It is important to us all that we continually seek to improve our behaviours, alongside our environmental management systems, so that we can then reduce our environmental impact where we operate.

We believe that we are taking a responsible, and pragmatic, approach to our environmental responsibilities; and whilst we recognise that this journey has only just begun, the foundations are being laid to enable us to demonstrate continuous improvement in the future.

We are hopeful that the positive steps we are taking will educate and influence the actions of all our people toward the environment, therefore magnifying the benefits of our environmental policy beyond the office and into the homes of hundreds of individuals around the region.

It is our policy to do all that is reasonable and practicable to:

1. comply with all environmental, legislative and regulatory requirements applicable to our business operations.
2. manage our waste effectively and seek to reduce, re-use and recycle wherever practical.
3. monitor and manage our use of natural resources and reduce this where practicable.
4. evaluate our use of information technology, consumables, office materials and furniture in line with our environmental objectives.
5. ensure the people who work here are aware of the environmental impact of their work activity and are working to reduce this impact.
6. adopt a purchasing policy that complements our commitments to minimising our environmental impact and encourage our suppliers to reduce the environmental impact of their products and services through active engagement, responsible purchasing and effective contract management e.g. engaging with the Oyez “Close the loop” initiative.
7. ensuring environmental considerations are taken into account in relation to transport, property, and facilities management as well as our energy use.
8. encourage and promote environmental awareness and the use of best environmental practice to our clients, our people and the local community.
9. develop effective management programmes with structured objectives and targets against which our environmental performance will be measured and publicly report on our progress towards these goals.

All of our people are invited to participate in the firm's environmental initiatives and are asked to co-operate in the operation of our environmental policy and make a positive contribution to environmental management by making themselves aware of the firm's environmental policy and complying with the management system and controlled measures in place.

There are certain things we can all do, some of which will require a change in the way we work. This will be challenging but rewarding, and we believe it is essential in the light of the deeply worrying problems being caused by climate change.

We recognise that reducing our environmental impact involves accurately measuring our greenhouse gas emissions and reducing them where we can. In practice this means changing working practices throughout our offices, cutting down paper use, reducing our air travel, using video and telephone conferencing wherever possible, and increasing our waste recycling.

D IT AND THE ENVIRONMENT

We continue to spend large amounts annually on information technology (IT) products and services and regard IT as an important means of reducing our impact on the environment.

Of our key suppliers most have formal corporate social responsibility and environmental policies. Our target is to work with suppliers that are as committed to social and environmental responsibility as we are.

A variety of tools and services used in the firm is designed to increase efficiency, reduce travel, enhance home working, and reduce the amount of paper we use.

Turn IT Off

According to the Carbon Trust, a single computer and monitor left on for 24 hours will cost around £45 per year. To save both energy and money all members of staff now turn off their computers at the end of the day. By using equipment efficiently, staff can achieve significant savings with relatively little effort or cost.

We no longer buy CRT monitors and instead invest in more energy efficient TFT screens.

We send 100% of the toner cartridges that we use to be recycled and continue to recycle and donate to charities the computer equipment and the furniture we no longer use.

The Partners of Burnetts Solicitors recognise their responsibility to manage the environmental impacts of the firm's activities and this policy has been signed on behalf of the Partners as a demonstration of their commitment to protecting the environment and developing their business in an environmentally sustainable way.

Signed for and behalf of the Partners by

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John Morris

Senior Partner

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Tom Leach

Managing Partner

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Jonathan Marshall

Sustainability Champion

