

# Environmental Sustainability

Every rational human being would wish to claim that he or she is a moral agent, someone who can choose between right and wrong, who can be credited or blamed for decisions or behaviour. But having confidently laid claim to the title of moral agents and the rights that go with it, it necessarily follows that we must accept the burden of responsibility for our actions. At Knights this is a burden we willingly shoulder.

Responsibility for our actions extends to anyone affected by them. Whether they are affected immediately or at some future time is irrelevant to the debate, as is whether we can identify and meet with those affected or whether they are fellow human beings we will never meet and who as yet may even be unborn.




It is against this background as moral agents that our environmental policy has been developed, overseen by the Green Team.

Part of our Corporate Social Responsibility agenda is targeted at minimising the harmful effects that we as an organisation have upon the environment.



## ENVIRONMENTAL POLICY

Our policy objectives include:




### Energy Consumption

-  Minimise energy consumption levels
-  Maximise energy efficiency
-  Implement cost effective energy conservation measures



### Waste Management

-  Promote waste minimisation via strategies which aim to reduce or eliminate waste, including hazardous waste
  -  Increase the use of re-using/recycling products and materials
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## Pollution Prevention

-  Prevent risk of pollution by avoiding wherever practical the use of environmentally damaging substances, materials and processes
-  Identify and reduce any harmful emissions which arise as a result of the activities carried out at or which arise due to our occupation of the offices
-  Undertake measures to minimise air, water and land pollution



## Transport

-  Aim to reduce congestion and pollution by appropriate initiatives related to business travel
-  Promote the use by staff of public transport or other environmentally friendly modes of transport

## Purchasing








-  Promote a purchasing policy which will give preference, as far as is practicable, to those products and services which cause least harm to the environment.

## Awareness/Training

-  Promote the communication of environmental policies and practices through out the firm
-  Increase awareness of environmental responsibilities amongst members of staff and partners to engage them in our initiatives.

## ACTIONS:

### Energy Efficiency:

-  Use of motion activated lighting
  -  Use of photocopiers and printers with energy efficient standby modes and timers so that they are switched off completely at the end of the day
  -  A policy requiring switching off lighting, PCs and screens at the end of the day and if not in use for long periods of time during the day
  -  Automatic hot water on demand
  -  We have agreed targets for reduction of energy usage which are monitored and displayed
  -  Thermostatic controls on all radiators
  -  Use of low energy lighting
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## Our offices:

We were fortunate in moving to our newly built offices 14 years ago and at that time we were able to equip the building with many environmentally friendly aspects and we have continued to seek to enhance both those aspects and later initiatives.










The building was constructed in accordance with BREEAM guidelines.

Our strategy is set out in our Environmental Policy, overseen by the "Green Team"



## Travel:

-  Use of teleconferencing where practicable
-  Use of video conferencing where practicable
-  Promotion of car sharing scheme

## Waste and Recycling:

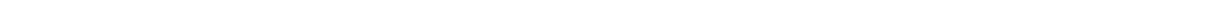
-  We use 100% recycled paper
-  We have contracted with a private waste recycling company to recycle **all** our waste (paper, cardboard, plastic and metals) except food waste. We are currently exploring with Groundwork how we can most efficiently deal with organic waste.
-  We donate unused computer equipment and furniture to the charitable sector
-  A policy to minimise use of photocopiers and printers where possible.
-  All our printers and photocopiers have as their default setting duplex printing
-  We have switched from providing bottled water in our meeting rooms to using carafes filled from our water chillers
-  Our water chillers are plumbed in to eliminate the use of plastic water containers
-  We encourage communication by email rather than letters
-  We have installed Water Hippos in all toilet cisterns

## Purchasing

-  We use eco friendly cleaning products and bio degradable waste bags
-  We purchase Fair Trade products for our coffee machines

## Environment:



We are lucky enough to have extensive grounds with mature trees which our local wildlife trust assisted us to landscape with a view to creating a habitat attractive to wildlife. We have a fox's earth within the ground and it is





not uncommon to see a fox, vixen and cubs in the grounds. We have placed bird boxes, bat boxes and bird feeders amongst the trees – an environment much appreciated by wildlife and people alike.

## Awareness and Engagement

-  Awareness raising Seminars held by local environmental groups at our office with our staff
-  We periodically collect items donated by staff such as books, shoes, mobile phones which we deliver to local charities or other collection points

