



Hinderwell Village Hall
ENVIRONMENTAL POLICY

January 2005

The Village Hall Committee is committed to minimising the harmful effects of its operations on the environment by means of a programme of continuous improvement.

In particular we will:

- Seek to reduce our consumption of materials, re-use where possible and promote recycling and the use of recycled materials
- Seek to dispose of materials in an environmentally sensitive manner
- Promote and manage energy efficiency in all our operations and where possible continue to incorporate effective energy efficiency measures within our building
- Consider and use environmental responsibility as a factor in purchasing decisions
- Produce an Environmental Purchasing Policy for consideration and guidance in all purchasing decisions

Purchasing Policy

Before buying any products or services, ask:

- Is the product or service required?
- Can the product or service be provided locally?
- Can the need be met another way?
- Can the requirement be met by renting or sharing rather than purchasing?
- Is the quantity requested essential?
- Can the product serve any useful purpose after its initial use?

Remember:

The best way to help the environment is to minimise consumption.

The only “green” product is – no product.

If it is essential to purchase, then it is important to consider:

- available alternatives which are less environmentally and socially damaging
- all the phases of a product's lifecycle (production, transportation, maintenance, disposal etc.)
- energy and resource efficiency
- minimum use of virgin materials
- non (or reduced) polluting
- durable, easily upgraded and repairable
- minimum packaging
- reusable and recyclable

- products with widely recognised “seals of approval” which meet certain environmental standards
- value for money – what initially appears cheapest, may not be, long term
- favour suppliers that are committed to environmental improvements

Purchasing & Environmental Management Recommendations

Paper and Stationery

- only use recycled paper or paper with the Forest Stewardship Council logo or aim to use the maximum percentage of recycled content without impairing performance
- chlorine bleached paper is not permitted
- any varnishes used in the paper should be water soluble
- manila envelopes should be used where possible (window envelopes cannot be recycled)
- reuse envelopes, files and folders where possible
- use scrap paper for notepads, write on both sides

Computers & IT Equipment

- PCs and monitors must incorporate energy reduction features
- Printers must have a duplex system as standard to enable double sided printing
- Specifications for equipment such as copiers and printers should ensure they emit no ozone
- print double-sided (set printers to default setting for double sided)
- print only in black – draft quality
- ask “do I need to copy this?”
- **Energy supplier** commit to buying energy from a green energy supplier (should be competitive rates! (Ecotricity tel: 0800 0326 100 www.ecotricity.co.uk; Green Energy UK tel: 0845 456 9550 www.greenenergy.uk.com; Npower juice tel: 0800 389 2388 www.npower.com))

Office Consumables

- avoid products that are part plastic e.g. files and binders
- use pencils instead of pens
- use water-based correction fluids
- return toner and printer cartridges for recycling use whiteboards or OHP's instead of flip charts
- Low energy light bulbs

Furniture

- Ask suppliers about their product's origins – use Forest Stewardship Council timber and timber products where possible
- Products should not include veneers produced from unsustainable tropical forest
- Check to ensure chipboard does not contain formaldehyde
- Avoid all Medium Density Fibreboard (MDF) items
- Avoid chairs and carpets which included the use of CFC based foams in manufacture
- When furniture has come to the end of its useful life re-use e.g. contact local furniture re-use scheme (Whitby Network in this area)

Cleaning Materials

- Products should be biodegradable
- Where possible specify phosphate free detergents
- Use pump sprays rather than aerosols
- Where possible use multi-purpose cleaners
- Do not use toilet blocks containing paradichlorobenzene

Domestic Appliances

- Ask suppliers for energy labelling of the appliances
- Ask suppliers for energy consumption
- Check to see if appliances contain modern energy efficient devices e.g. washing machines and dish washers with economy programmes
- Specify CFC/HFC/HCFC free refrigeration systems

Batteries

- Where portability is not an issue mains electricity should be used
- Use solar powered appliances where possible
- Use Long Life Batteries
- Consider using re-chargeable batteries
- Make sure all batteries are disposed of by the correct method

Horticulture

- Avoid the use of artificial fertilisers or pesticides. If unavoidable, ensure that contractors (or their employees) employed to maintain shrubs and trees in

landscaped areas hold a Certificate of Competence as required by the Control of Pesticides Regulations 1986

- Pruning should not be undertaken in spring or summer
- Clear site lines should be maintained
- Any compost or soil improver used is non peat based preferably as locally produced as possible (early winter is a good time to add manure or compost)
- Start you own compost heap for garden and non cooked kitchen waste
- Use water sparingly

Water management

- Install water butts to collect rain water from the roof
- Choose plants for the outdoor area that do not need excessive watering
- If watering is necessary use water harvested from water but on the site
- Install push taps
- Installed waterless urinals
- Install save-a-flush cistern devices where possible

Transportation

- Use locally provided goods and services where possible
- Consider the introduction of a “token” scheme to reduce charges for activities for hall users who visit the facility on foot/bicycle
- Install facilities for bike storage/security
- Prominently display information in the hall on bus timetables and other community transport options
- Encourage car sharing where possible

Recycling

- Use the recycling facility in the village for disposing of aluminium cans, newspaper, bottles and glass
- Provide clearly marked indoor recycle bins in the village hall for collection of recyclables
- All suitable waste items to be reused by local arts and craft group e.g. tin foil, cardboard, packaging
- Shred waste paper as free bedding for pets e.g. mice, jerbils, guinea pigs

Catering

- Buy frequently used items such as tea, coffee, sugar etc in bulk to reduce packaging waste
- Buy 'Fairtrade' items where possible such as tea, coffee, chocolate, bananas etc www.fairtrade.org.uk (buying in bulk should cut costs)
- Buy local produce where possible
- Avoid sachets of sugar, milk etc
- Information on local purchasing and fair-trade products will be on display in the kitchen and provided for those users wishing to use the kitchen for catering

Energy Conservation and Sustainable Energy Sources - New Build – January to October 2004

The old hall served the area for almost seventy years. It was always managed by local people, and revenue from bookings and local fundraising kept the facility available as the main centre for community activities.

The hall, constructed in wood and asbestos, had reached the end of its useful life. The continuing need for repairs and maintenance could only have had a limited effect in keeping the building available for use. It struggled to comply with current Health and Safety and Fire Regulations, and there was no provision at all for disabled people. A total lack of insulation meant that the building could not be adequately heated during the winter months, limiting usage.

Consultation with residents and local groups, carried out over a seven-year period, identified the need for locally organised training and education, and better social and recreational activities. Building a new hall in Hinderwell received overwhelming support.

The Village Hall Committee was aware of the problems relating to gas emissions and their effect on the global climate, and was keen to ensure that the new development was designed in such a way to minimise any adverse effects on the environment.

Action Energy, a programme run by the Carbon Trust and funded by DEFRA, the Scottish Executive, Invest Northern Ireland and the National Assembly for Wales, was asked to review our architect's environmental brief against commercially available information including quotations for specific equipment. This Advice Report would be designed to give added value to the building regulations and an improvement in energy efficiency.

Quotations for equipment were obtained from contractors on the *Clear Skies Trade Association* and other approved contractor lists.

The new building is innovative in village hall design and will be considered as a flagship project in best practice across a wide area. Details of the range of sustainable energy sources within the new facility will be listed on the Village Hall's website www.hinderwellvh.org, and included in all promotional brochures, to encourage and inspire other community facility management committees to consider sustainable energy provision in their own buildings. Site visits will be arranged for all interested parties. Information will also be sent to the Village Hall Advisor at the Yorkshire Rural Community Council.

The Building Research Establishment Assessment Method (BREEAM) was utilised as a design guide.

Advice Report matters designed within the new project:

Building Form – designed as a compact rectangular plan form with the ancillary rooms wrapped around the larger volume to conserve heat

Thermal Mass – traditional cavity wall construction and tiled roof

Day Lighting – roof lights to circulation spaces

Insulation – the entire building envelope – walls, roof and floor – designed to standards well above current building regulation requirements

Windows – Double glazed low E glass

Lighting Controls – low energy fittings, door operated switches to stores

Heating and Controls – gas condensing boiler, low surface temperature radiators

Cold Water – waterless urinals, rainwater harvesting for watering landscaped areas to front of building

Materials – roof tiles to be from a local source

Natural Materials – all timber used to be from a sustainable source, Rockwool insulation to be used throughout, self-finished materials/finishes generally

Re-Cycling – existing tennis pavilion to be used elsewhere, crushed hardcore from demolition of disused SBC toilet block to be used on site, perimeter fencing to be used elsewhere

Presence sensors to occupied areas

Ventilation – amended to passive ventilation system in toilets, shower/changing areas and kitchen (no power supply required, minimal future maintenance)

Timber frames to all windows instead of powder coated aluminium (*or UPVC!*)

Solar Panels and photovoltaic cells to be incorporated through compensatory savings on other items within the project and additional Clear Skies and Energy Savings Trust funding

Considered Unviable

Wind Turbine – possible planning issues because of size

Ground Heat Pump – insufficient ground area

Raising Awareness

A poster displaying our commitment to the environment will be displayed in the reception area

A leaflet rack in reception will contain free leaflets on environmental information such as energy efficiency help and grants recycling, home composting, Local Produce Guide & Fairtrade Foundation

Information relating to sustainable energy sources incorporated in the new hall will be:

- permanently displayed in the reception area
- included in all promotional brochures and newspaper articles

- be available on our website www.hinderwellvh.org

Information will be forwarded to the Village Hall Advisor at Yorkshire Rural Community Council, to be passed on to their members from other community facilities all over North Yorkshire

Visitors will be welcomed at any time if they need more information or to see the building.

An invitation (with the Environmental Policy enclosed) will be sent this year to all parish councils/Village Hall committees in the National Park to visit the hall for some inspiration on a specified open day and also if they choose by prior appointment

Copies of our Environmental Policy will be available to all interested parties

Help & Advice - Environmental Issues

Contacts

The Green Audit Kit - Published by the Countryside Agency.
Contact Eleanor Puet on 01439770657 for a copy.

Environmental Action Pack for Hotels - Practical steps to green your business
ISBN 1 899159 01 0 Price: £30 Tel:01252 669 601 www.ihei.org

Actionenergy- Help with energy efficiency Tel: 0800585794 www.actionenergy.org.uk

Envirowise- Help with waste reduction Tel: 0800585794 www.envirowise.gov.uk

Hospitable Climates -Online help with CO2 reduction www.hospitableclimates.com

Energy Efficiency

Action Energy Tel: 0800585794 www.action-energy.org.uk

Energy Efficiency Advice Centre -Tel: 0800 512012 www.energypartnership.org.uk

Hospitable Climates Tel: 0208661 4900 www.hospitableclimates.co.uk

Green Energy

Ecotricity Tel: 08000326 100 www.ecotricity.co.uk

Green Energy UK Tel: 08454569550 www.greenenergy.uk.com

N power juice Tel: 08003892388 www.npower.com

"Scale Watchers"

Ecomagnets Tel: 01723882661 www.ecomagnets.com

Eddy Tel: 02082876668 www.eddy.gb.com

Scalewatcher Tel: 01491419200 www.scalewatcher.co.uk

Local Purchasing

Big Barn Tel: 01234871 005 www.bigbarn.co.uk

North York Moors Local Produce Guide Tel: 01439770657 www.moors.uk.net

Moorsfresh Tel: 01751477888 www.moorsfresh.co.uk

Ryedale Local Food Directory Tel: 01653 696 748

Scarborough Local Food Guide Tel: 01723 375 533 www.topfield.org.uk/localfood

Cleaning Products

Bio D Tel: 01482229950 www.biodegradable.biz

Ecover Tel: 01635574553 www.ecover.com

Recycling & Reusing

Hambelton District Council Tel: 01609 767 305

Redcar & Cleveland Borough Council Tel: 01642444 000

Ryedale Borough Council Tel: 01653694023

Scarborough Borough Council Tel: 01723 232 323

Cartridge World Tel: 0800 1833800 www.cartridgeworld.org

Recycle More www.recycle-more.co.uk

Reuze www.reuze.co.uk

Waste Watch Tel: 0870 243 0136 www.wastewatch.org.uk

Water Efficiency & Waste Management

Northumbrian Water Tel: 08457171100 www.nwl.co.uk

Yorkshire Water Tel: 08456789789 www.yorkshirewater.com

Cleaning Products

Bio D Tel: 01482229950 www.biodegradable.biz

Ecover Tel: 01635574553 www.ecover.com

Salt Institute www.saltinstitute.org

Vinegar Institute www.versatilevinegar.org

Other

Oil Bank Line Tel: 0800663366 www.oilbankline.org.uk