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| British Motor Industry Heritage TrustEnvironmental Policy |
| **Policy Owner:****A Bruneau** | **Authorised by:****J Coope** | **Policy No:****POL/E/01** | **Issue Date:****July 2024** | **Review Date:****June 2025** |
| ABruneau | JCoope |

**Statement**

The British Motor Industry Heritage Trust recognises its operations have an effect on the local, regional and global environment and Trustees, management and staff are committed to continuous improvement of our sustainable environmental performance.

The Trust is also committed to managing and reducing running costs to ensure its long-term sustainability and resilience and to maintain cash flow and that by operating its business in an environmentally sustainable manner can assist in this goal.

BMIHT also recognises increased levels of expectations from visitors and corporate clients to ensure that the environmental impact and carbon footprint of its operations is managed and reduced wherever possible.

**Policy Aims**

* To comply with all relevant regulatory requirements.
* Continually improve and monitor environmental performance.
* Continually improve and reduce environmental impacts.
* Based on this policy, implement an environmental action plan to track and record progress.
* To work with other organisations to raise environmental awareness e.g. Green Tourism and Greengage EcoSmart to better understand our environmental impacts.
* Increase employee awareness and involvement in our environmental sustainability journey.
* To be environmentally sustainable through net zero carbon operations.

**Our Environmental Commitment**

**Energy:** The Trust will continue to work to reduce all energy consumption throughout the site with LED lighting, optimised building management system, use of efficient chiller plant and low energy consumption ovens and refrigeration equipment. Green electricity will continue to be supplied to the site. A proposed project to install second life EV batteries to the solar array on the Collections Centre for power storage in 2024 is planned. Ongoing investigation of other environmental initiatives including low carbon and renewable technologies that may help to reduce our carbon footprint.

**Water:** We will continue to reduce the amount of water used which is assisted by the installation of waterless urinals, dual flush cisterns in washrooms, sensor taps, plumbed in water dispensers and the provision of an in-house water bottling plant for filtered still and sparkling water utilising reusable glass bottles removing transportation and waste.

**Waste:** We will continue to work to minimise waste generated by our activities as far as possible, maintaining levels of recycling, reuse and recovery and will continue to operate on a zero waste to landfill basis. In addition, all food waste will continue to be disposed of via

an anaerobic digestion facility which generates electricity and crop feed, and green waste is disposed of at a composting facility. All waste cooking oils are sent to create high quality biofuels for transport.

**Travel:** Due to the rural location of the museum, public transport is limited, so most people arrive by car. For those with an electric car, EV charging is available for all visitors, staff and volunteers. Business travel for staff and volunteers is minimal, but wherever possible the use of public transport is encouraged for longer journeys to reduce carbon emissions. We will undertake works on how best to survey our visitors to better understand how they arrive at our venue. In addition, the Conference business has partnered with Tree-V to offer conference bookers the opportunity to carbon offset or capture their event.

**Procurement:** The Trust will work to ensure that the procurement of all goods and services is undertaken in as environmentally sensitive manner as possible with suppliers who share our environmental values, utilising local suppliers wherever possible. Continue to purchase seasonal and local produce via our catering procurement process.

**Exhibitions & Displays:** Care will be taken to ensure that new exhibitions and displays are environmentally sustainable and where possible previous exhibition displays will be repurposed to minimise waste and maximise the recycle potential. We will aim to produce more collaborative exhibitions where resources are shared by more than one organisation. As we have a technical collection, we will use this to help our visitors explore the environmental issues of cars and travel.

**Paper:** Wherever possible, the use of paper will be minimised, reused or recycled, printed materials such as publicity leaflet and other copy will always be produced on ‘FSC’ paper from responsible sources and where relevant electronic media will be used to reduce paper consumption.

**Employee Awareness:** The implementation of an Environmental Team of staff and volunteers across the organisation has been established and encourages greater participation in energy conservation and recycling initiatives and improves communication within the Museum and Conference Centre operations. This team will be responsible for implementing an environmental action plan to track and record the progress of initiatives implemented.

**Compliance:** The Trust will continue to comply with all relevant environmental legislation.

**Continuing improvement**

* Understand and monitor scope 1 & 2 carbon emissions and work towards understanding our scope 3 emissions enabling targets to be set.
* Continually monitor and seek to improve energy performance.
* Progress the project to install second life EV batteries to the solar array on the Collections Centre for power storage.
* Review and analyse metering of energy to help identify, justify & improve usage.
* Regular Environmental team meetings to increase employee awareness and encourage suggestions of energy saving/carbon reduction initiatives.
* Identify all business areas where savings and improvements can be made by involving all employees.
* Communicate energy saving achievements to encourage continued involvement and commitment from all employees.
* Improve or maintain accreditation standards.

**Review and Responsibilities**

The British Motor Museum Head of Operations is responsible for ensuring that this environmental policy is implemented, however, all employees have a responsibility in their area to ensure that the aims and objectives of this policy are met. This policy will be reviewed on an annual basis.

This policy will be presented to the Board for review and approval on an annual basis.

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| **Action:** | **Responsible person:** | **Target completion date:** | **Notes:**  | **Completed / Outcome:** |
| Utilise external consultant to review activities to enable accurate carbon footprint to be produced and understood | Facilities Administrator | Q3 2024  | Understand scope 1 & 2 emissions to enable an accurate carbon footprint to be produced. Moving forward into 2025 be aware of information required and collate to evaluate scope 3 emissions for 2025/6. | July ‘24 – Coral Energy Carbon Footprint report completed. |
| Communication – look at better ways to communicate our environmental and sustainability practices both internally and externally | Head of Operations / Facilities Administrator / Marketing Assistant | Commence Q1 2024 | * To encourage continued involvement & commitment from all employees - internal communication to be shared on a quarterly basis.
* Keep up to date with key environmental days e.g. Veganuary, Global Recycling Day etc and ensure social media content reflecting how we are getting behind these initiatives showcasing BMM’s intentions and values.
* Ongoing social media messaging and regular review and if required update of website information
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| Packaging waste - Review and understand the packaging received and how this can be minimised | Head of Operations / Head Chef / Gift Shop Retail Officer | Q3-4 | Ability to reduce packaging received into the business which reduces waste and waste costs.* Review orders and request minimal packaging from suppliers for delivery.
* Can deliveries come in fewer boxes?
* Elimination of packaging wherever possible
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| Investigate how we can report on environmental effects of each event held on site and encourage low & zero carbon activities | Head of Operations / Facilities Administrator / Bookings Manager | Q4 2023 | This may include attendance figures, m2 of room used, length of event, resources used e.g., electricity, water, food consumed, waste produced, mileage travelled by delegates & type of transport.Tree-V to continue to be encouraged for all corporate events and results reported |  |
| Install screens in public areas to highlight energy usage on site  | Head of Operations / IT | TBC | For use in high traffic areas such as conference areas/breakout areas, gallery to inform & encourage guests to reduce water, waste, energy. Compare usage to real life examples *e.g. the amount of energy we saved last month was enough to power …. No. of electric vehicles for x number of days etc* |  |
| Procurement – Investigate how best to screen suppliers for green credentials and challenge any environmental claims  | Facilities Administrator / Finance Assistant | Q2-3 | Ensure the procurement of all goods and services is undertaken in as environmentally sensitive manner as possible with suppliers who share our environmental values, utilising local suppliers wherever possible. Continue to purchase seasonal and local produce via our catering procurement process. Request evidence to support claims  |  |
| Waste reduction | Head of Operations  | Q4 2024 | Continue to work to minimise waste generated by our activities as far as possible, maintaining and improving levels of recycling, reuse & recovery and continue to operate on a zero waste to landfill basis. Report on waste statistics.  |  |

NOTE: Green Travel Plan being investigated/implemented 2024 - 2025