

Focus Consultants: Environmental Policy

Focus Consultants 2010 LLP is committed to minimising the effect of our operations on the environment. The company believes that general awareness and responsible use of finite natural resources makes sound commercial sense as well as helping to preserve the environment.

We are an approved case of best practice recognised by the Dti following the company's involvement in the Transact programme (an environmentally sustainable transport plan for which Focus produced a Travel Plan) and we were a finalist in the UK National Energy Efficiency Awards 2006 as a result. The Awards were launched by UK CEED in partnership with EDF Energy to showcase good practice in this increasingly important area.

The company is committed to:

- complying fully with legal requirements set out in relevant legislation and codes of practice;
- ensuring that we prevent the active continuation of pollution, or the risk of pollution, be this through air, water or land;
- reducing waste to a minimum, and where possible recycling materials, including paper, print cartridges, glass and newspapers. Where items are available at realistic prices, re-cycled products are utilised;
- promoting energy efficiency and energy saving, with lights, office equipment and heaters being switched off when not in use;
- reducing the environmental impact of car journeys through promoting alternative forms of transport, encouraging walking, cycling, home working and car sharing. Focus is an official partner of the Nottingham City Council TransACT programme, and monitors company mileage / use of alternative transport / staff attitudes to environmental issues through an annual survey;
- reviewing our general office and purchasing procedures to reduce the environmental impact of goods and services ordered by the company;
- encouraging client awareness of environmental and conservation issues, the specification of environmentally friendly products in design, and contractor performance to minimise the effect of building works on the local environment. To achieve this we will raise these various issues at the appropriate stage of the development process;
- communicating this policy to all staff and clients, encouraging new initiatives and arranging appropriate training where this is required. All staff are given a copy of our Policy for their retention at the commencement of their employment with the company. In addition, our policy is lodged on our Website and available in common areas of our offices for all to view.

Climate Change

Focus is committed to treating the environment with consideration and respect. In developing good environmental standards all employees are encouraged to practice the following :

- recycle waste material generated by Focus, ie. sorting and disposal of waste paper, plastics, print cartridges etc to local recycling schemes. We have on site facilities for the disposal of paper and cardboard products;
- use working practices, as far as reasonably practicable, which do not adversely affect the environment;
- ensure that any hazardous waste is disposed of safely , ie. disposal of spent batteries to approved sites;
- regularly maintain vehicles to ensure minimum harmful emissions.

Feedback from employees concerning environmental issues is welcomed, and suggestions for furthering the environmental standards of the company are assessed and implemented if practicable.

BREEAM/EcoHomes

Focus Consultants has experience from several projects, developed over the past 2 - 3 years using the BREEAM method for Homes or ECO-HOMES. We have staff working from our Nottingham, Leicester and Lincolnshire offices who are assessors licensed by the BRE to carry out appraisals on developments. They provide advice on design and construction to improve their ratings under this method. We are actively encouraging our current licence assessors to increase their training to include working with the BRE methods associated with commercially procured developments.

Sustainable Design (in all forms including reduction of CO2)

The criterion set by the EcoHomes/Code Assessment Method provides targets to improve the environmental performance of buildings, which when followed help to minimise a development's impact on the environment. Predominantly our assessors work with a number of clients on large scale residential developments, providing specific advice to all members of the project team, from conception to completion to encourage a sustainable scheme.

We advise on the seven criterion within the EcoHomes/Code guidance, which broadly include design, construction material choice, mechanical and electrical specification, recycling facilities, the scheme location and services. A priority of the BRE EcoHomes/Code method is to the reduce CO2 emissions during the construction period and after, the principles of which can be adapted to any scheme.

Review and Consultation:

The Environmental Policy is regularly monitored with an annual review. In addition, every three years the company will aim to consult as widely as possible with clients and employees on improving the effectiveness of this policy. Every attempt will be made to make this a meaningful process and the diversity of contributions to this consultation will be valued by the company. The review will be followed by effective action where this is required.

Overall responsibility for the implementation of the office, the operational, and the professional policy is vested in Company Director Richard Aston and Associate Director, Jason Redfearn, who is specifically qualified in this area. .

Making a Complaint:

A person wishing to make a complaint about any matter where they feel the actions of the company, or any of its employees or representatives, falls short of the commitments made in this Policy Statement, should write (or contact in any other way accessible to them) describing the nature of their concerns, to the Company Director of the Department involved, who will ensure appropriate action is taken.

This leaflet was originally produced for circulation to all company employees.

We welcome any comments you have on it, or any suggestions you may have for how we may improve it.

Signed

A handwritten signature in black ink that reads "R. Aston". The signature is written in a cursive, flowing style.

Richard Aston
Director: Environmental Policy