

ENVIRONMENTAL MANAGEMENT POLICY

AUDIT SCOTLAND

Audit Scotland is committed to the principle of sustainability and will endeavour to reduce the impact of our work on the environment and prevent pollution. We will comply with relevant environmental legislation and regulations and are committed to the principles of the waste hierarchy:

- Eliminating waste where possible
- Reducing waste
- Re-use
- Recycling
- Disposing of waste in a responsible way.

We will develop an environmental management strategy which is consistent with international standards. Our strategy will focus on the key areas where Audit Scotland has the biggest environmental impact and clear objectives will be set:

- Energy
- Water
- Paper
- Sustainable purchasing
- Transport/travel

We will raise the awareness of all staff about the environmental consequences of their actions and will encourage everyone to take steps to help implement our action plan so that we achieve our objectives and continually improve.

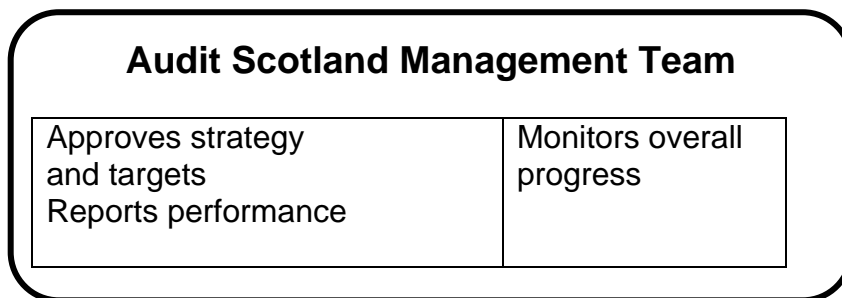
We will report our goals and achievements publicly – in our annual report and on our web site and will provide environmental information on request.

Environmental Management Strategy

Introduction

1. This strategy has been developed to demonstrate our commitment to minimising our impact on the environment, and to establishing arrangements for managing our impact.
2. There are a number of reasons why we should take action to reduce our environmental impact:
 - The Minister for the Environment asked all public bodies to have an environmental management policy in place by August 2005. The management team approved a policy for Audit Scotland in June 2005 – this strategy is the next stage in the process.
 - To comply with the Environmental Information Regulations which require proactive reporting of information about our impact on the environment. The “Setting targets” paper proposes targets which we could state in our 2005/06 annual report and report progress against the following year.
 - To demonstrate our commitment to sustainable development as stated in Best Value legislation.
 - To contribute to the efficiency and effectiveness of Audit Scotland - waste minimisation has the potential to reap savings of up to 1% of turnover.
 - A firm commitment to environmental improvement can improve staff morale, contribute to the recruitment and retention of staff and contribute to reputation management.
3. Implementing the strategy will require management commitment, staff involvement and team working. Getting staff involved will allow them to take ownership of the improvements and should increase motivation to find new opportunities to reduce waste. It offers considerable scope for staff across the organisation to work together and to aid staff morale.

4. Although the project will aim to seek some no-cost, quick wins there are likely to be cost implications for some medium to longer-term actions and we may need to spend-to-save. Actions will need to be costed and management approval sought.
5. This strategy makes proposals for taking the project forward. It is consistent with ISO 14001, which is the international standard for environmental management. It is a working document which will be reviewed, updated and amended over time.
6. The main themes of our strategy are to:
 - Develop environmental awareness across Audit Scotland and promote involvement
 - Reduce use of natural resources, encourage re-use, reduce waste and increase recycling
 - Promote the principles of sustainability in procurement/purchasing (including fair and ethical trade)
 - Promote environmentally sound transport solutions
7. Arrangements for the governance of our environmental strategy are outlined below.



Project leader

Coordinates strategy	Responsible for delivery of project
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Environmental champions

Located across organisation	Carry out environmental audit, contribute to strategy development. Assess and agree actions, Promote awareness and implementation Monitor progress.
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Targets for our environmental management strategy

Our environmental policy and strategy demonstrate our commitment to sustainability and minimising the impact of our work on the environment.

This paper complements the strategy by setting targets and actions to reduce our environmental impact. Targets are being set for the first year starting 1 April 2006, and working targets are suggested for the longer term. A summary of the targets is provided below.

Energy

Year one:

- Achieve a 2% reduction in our metered electricity use.
- Achieve a 2% reduction in our metered gas use.

Longer term:

- Achieve a 1% year-on-year reduction in our gas and electricity use.

Water

Year one:

- Obtain better water consumption information, by installing a meter in 18 George Street, so that action can be targeted appropriately.

Longer term:

- Ensure our water consumption is in keeping with the benchmark level of 7,700 litres per person per year, where it can be monitored.

Paper

Year one:

- Reduce the amount of office paper we use by 5%.
- Print published reports on recycled paper.

Longer term:

- Use recycled paper for corporate stationery and general use.

Sustainable purchasing

Year one:

- All offices to use sustainable /fair trade products for meetings.

Longer term:

- Develop arrangements to ensure that environmental considerations are integral to our purchasing decisions.

Travel

Year one:

- Reduce our business car mileage by 5%.
- Reduce our taxi journeys by 5%.

Longer term:

- Develop and promote policies which encourage sustainable transport/ travel for staff.

Recycling

Year one:

- All offices to encourage use of glasses and recycle plastic cups.
- All offices to recycle plastic cups.

Longer term:

- Implement a waste segregation scheme to increase recycling and reduce the amount of waste going to landfill.

Biodiversity

Year one:

- Raise awareness of biodiversity issues and consult with staff on potential targets

Longer term:

- In the longer-term, set a target and identify suitable actions for implementation.