

ENVIRONMENTAL POLICY

1. Our Commitment

At 3VB we are committed to minimising the environmental impacts of our business operations. We aim to reach net zero carbon by 2023.

Our commitment is to:

- Continuously improve our environmental impact and employ best practice in our business operations;
- Reduce our consumption of resources and improve the efficiency of our use of those resources:
- Set measurable targets on the steps we take to reduce our carbon footprint;
- Manage our waste, including reduction, re-use, and recycling;
- Ensure environmental, including climate change, criteria are taken into account in the procurement of goods and services;
- Work towards certification to ISO 14001. As part of this we will:
 - Regularly review our environmental policies and performance and allocate resources for their effective direction and implementation.
 - Monitor key objectives and targets for managing our environmental performance at least annually. Engage with stakeholders, communicating internally and externally our environmental policy and performance on a regular basis;
 - Share information and provide guidance (and training) on the importance of environmental issues to our members, pupils and staff;
 - Work together with members, pupils and staff, suppliers, landlords and their agents to promote improved environmental performance;

2. What we are doing

This environmental policy represents our general position on environmental issues within Chambers, and the policies and practices we will apply in conducting our business (for the avoidance of doubt such policies and practices do not apply to any member or employee when acting in a private capacity).

- **Resources:** Gas and electricity are provided from 100% renewable energy sources (our electricity comes from; Wind 73%, Thermal 12%, Solar 8% and Hydro 7%). Photocopiers are low energy, and automatically switch to standby if not used after 2 minutes. Motion sensitive lighting is installed in corridors and common areas. Chambers' printers and photocopiers are programmed to go into power-save mode after two minutes of inactivity. We use non-disposable crockery and cutlery in our conference rooms and kitchens. Light fittings are being replaced by LED lights. All electrical appliances used in chambers that reach end of life are replaced with the most energy efficient devices.

- **Paper:** Traditionally, barristers' chambers use a high volume of paper. We encourage Members and staff to reduce their paper consumption by minimising paper-based information retained on client files, adopting smaller formats for printed materials, printing double sided documents where practicable, and, of course, implementing paperless working where appropriate. We have hosted an internal seminar on paperless working, and which generated substantial interest. We are also encouraging use of E-Bundling. Recycling bins are being installed in chambers to encourage our members and staff to recycle more of their waste (e.g., waste food bins in the kitchens).
- **Recycling:** Members and staff are encouraged to recycle as much as possible. We have recycling facilities in all communal areas and promote the recycling of as much waste as possible including paper, cardboard, metal, plastic, and food waste. Confidential waste is shredded and recycled. Redundant IT equipment is either donated to local charities or disposed of responsibly. Batteries are collected in a recycling box, and battery packs from laptops are recycled. We have stopped the purchase of single-use plastic cups and encourage the use of glassware or reusable plastic cups located near our water fountains.

Transport: The use of public transport¹, cycling, and walking (or, indeed, running) is encouraged. 3VB provide washing and changing facilities, including ironing facilities, for members, pupils and staff who cycle or run to work. Chambers operates a cycle to work scheme for its staff through a relevant agency (Bike2Work).

Bicycle storage: secure bicycle storage is provided by the Inn.

3. What we will do

- **Air Travel:** we will maintain records via our booking agent of our carbon footprint created by air travel and will set targets to reduce this year on year in respect of air travel booked by the practice managers or other employees of Chambers. Where staff air travel is necessary, we will arrange appropriate carbon offsetting. Members will also be offered the option to carbon offset flights arranged through the chambers booking agent.
- **Video Conferencing:** The Covid-19 lockdown has demonstrated the effectiveness of video conferencing (VC) and VC equipment is being installed in all our conference rooms, to reduce the need for air travel.
- **Choice of supplier and contractor:** As well as our own direct impact on the environment, we are conscious that our choice of supplier or contractor will also have an impact. We will reduce our environmental impact as much as possible within our supply chain. With this in mind, we now include either the achievement or the working towards of ISO 14001 (Environmental) accreditation within our tendering criteria.
- We are looking into a reforestation scheme whereby for every 8,333 pages (equal to one tree) we print, a tree is planted in the UK.
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¹ This will apply only when Govt. advice indicates that public transport should no longer be avoided.

- **Recycling:** We will improve the amount of waste that can be recycled. Additional recycling bins will be installed in chambers, and we will work with Gray's Inn to encourage (and learn from) our colleagues from other chambers at the Inn to improve our recycling efforts.
- We aim to be a zero-waste-to-landfill chambers, with 100% of our waste composted, recycled, or turned into usable electricity and heat within the next (2) years.
- We will sign up to the City of London *Clean City award Scheme*. The scheme has been running since 1994 and the focus of the scheme is to 'Reduce, Reuse and Recycle'. The aims of the Scheme are to:
 - Promote good waste management practices
 - Encourage waste minimisation, reuse and recycling
 - Ensure compliance with Duty of Care regulations
 - Encourage City businesses to take pride in their surroundings
 - Provide a forum for City businesses to exchange waste management initiatives

Heating: we will be installing more energy efficient boilers into our chambers and will work with Gray's Inn to investigate what further steps we could take to reduce our energy consumption/source of energy (e.g., solar power, ground source heat pump).

Approved by the MB April 2021