



## Environmental policy

Last Reviewed: 29/07/2023

Next Review: 28/07/2024

### Mission statement

Hythe Garden Landscapes Ltd recognises that it has a responsibility to the environment beyond legal and regulatory requirements. We are aware that we need to reduce our environmental impact and have a long-term business plan to reduce our carbon footprint. We will encourage our customers to do the same where possible.

### Responsibility

Ben Powney, Director, is responsible for ensuring that the environmental policy is implemented. However, all employees have a responsibility in their area to ensure that the aims and objectives of the policy are met.

### Policy aims

We endeavour to:

- Comply with all relevant regulatory requirements.
- Continually improve and monitor environmental performance.
- Continually improve and reduce environmental impacts.
- Incorporate environmental factors into business decisions.
- Increase employee awareness and training.

### Paper

- We will minimise the use of paper in the office.
- We will reduce packaging as much as possible.
- We will reuse and recycle all paper and packaging where possible.

### Energy and water

- We will seek to reduce the amount of energy used as much as possible.
- Lights and electrical equipment will be switched off when not in use.
- Heating will be adjusted with energy consumption in mind.
- The energy consumption and efficiency of new products will be taken into account when purchasing.

### Office supplies

- We will evaluate if the need can be met in another way
- We will evaluate if renting/sharing is an option before purchasing equipment.
- We will evaluate the environmental impact of any new products we intend to purchase.
- We will favour more environmentally friendly and efficient products wherever possible.
- We will reuse and recycle everything we are able to.

### Transportation

- We will reduce the need to travel, making routes to customers as economical as possible and suggest car-sharing where suitable
- We will promote the use of travel alternatives such as e-mail or video/phone conferencing.
- We will make additional efforts to accommodate the needs of those using public transport or bicycles.
- In the long term we will favour 'green' vehicles and as vehicles need replacing, we will consider electric vehicles where possible.

### Customers

- We encourage our regular maintenance customers to install water butts
- We encourage customers to install compost bins and recycle their own waste
- Where possible we will suggest planting that will encourage wildlife into the garden
- We encourage customers to install bird and insect houses to establish a more natural balance in their garden

Gardening and landscaping waste

- We remove and chip all small branches and trees including Christmas trees to reuse on the gardens
- All other waste, which we can not recycle, is taken away by Greenbox Recycling. We use this particular company as they always aim to recycle 90% of the waste collected; the other 10% that cannot be recycled is never sent to landfill but sent onto local companies who use the waste to generate electricity.

General

- We will continually improve and monitor environmental performance.
- We will continually improve and reduce environmental impacts.
- We will incorporate environmental factors into business decisions.
- We will increase employee awareness through training.

Signed

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Position

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Date

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