



The Friends of Trowbridge Bandstand

Environmental Policy

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Table of Contents

1 Document Control.....	2
1.1 Document Status	2
1.2 Document Revision History	2
2 Document Purpose	3
3 Definitions	3
4 Aims	4
5 Applicability.....	4
6 The Need and our Responsibility.....	4
7 The Impact on the Environment	5
8 Managing the Environment.....	5
9 Management	6
10 Communication	6
11 Use of AI	6
12 Suppliers.....	7
13 Investment	7
14 Appendices	8
14.1 Regulatory Guidance	8
14.2 Useful Links	8
14.3 Ideas to consider.....	8
14.4 Materials and Resources	8
14.5 Managing Waste	10
14.6 Energy Use	10
14.7 Water Use	11
14.8 Emissions and Transport.....	11



1 DOCUMENT CONTROL

1.1 Document Status

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1.2 Document Revision History

Version	Date	Author:	Revision Detail	Next Review Due:
0.1	26/06/2026	Stephen Cooper	Initial document creation	25/11/2026



2 DOCUMENT PURPOSE

This document seeks to outline the Friends of Trowbridge Bandstand attitude and aspirations regarding the protection of the environment.

It does not seek to impose rules, rather to offer guidance as to what we as a group and our Trustees/Members, Associate Member and Volunteers can do to be environmentally aware and responsible.

3 DEFINITIONS

In this Policy Document:

“the Trust” means The Friends of Trowbridge Bandstand;

“the Commission” means the Charity Commission for England and Wales;



4 AIMS

The Friends of Trowbridge Bandstand will attempt to do everything we can to reduce and effectively manage our impact on the environment in a responsible manner by ensuring that environmental considerations are integrated into our decision making.

Risk assessments will be used wherever possible to identify potential environmental risks and where these are identified, mitigation strategies will be implemented to eliminate or minimise these risks.

5 APPLICABILITY

This policy applies to all Trustees/Members, Associate Members and volunteers, and representatives of the Friends of Trowbridge Bandstand (the "Trust"). Its requirements should be reflected in other policies and procedures, agreements and contracts, as necessary.

6 THE NEED AND OUR RESPONSIBILITY

As an organisation the Friends of Trowbridge Bandstand acknowledges that none of us can save the planet alone, but all of us can do something and, as a charity, we should.

For example:

- An estimated 13 billion plastic bottles are disposed of each year. It takes 75% less energy to make a plastic bottle from recycled plastic compared with using 'virgin' materials.
- On average, each person in the UK throws away their own body weight in rubbish every 7 weeks.
- Up to 80% of the contents of our dustbins could be easily recycled or composted.

Here are some ideas we could all adopt:

- use this document as template to create an environmental policy or climate change action plan.



- invite people to take on an 'environmental champion' role in organisation you re a part of in order to encourage everyone to adopt the ideas in your policy and come up with their own.
- carry out an environmental audit or energy efficiency tests where you work or volunteer.
- persuade other organisations to include an environmental statement in their Annual Report.

7 THE IMPACT ON THE ENVIRONMENT

Examples of how organisations have an impact on the environment:

1. **Air emissions** - for example: the use of fossil fuel boilers, internal combustion engines
2. **Land contamination** - for example: oil and chemical storage.
3. **Waste disposal** - for example: waste electrical and electronic equipment (WEEE), hazardous materials and clinical wastes.
4. **Water discharges** - for example: swimming pools, kitchens, offices and production facilities.
5. **Resource use** – for example: energy, water and office supplies.

8 MANAGING THE ENVIRONMENT

Impact can be managed through the Waste Hierarchy below:

Eliminate	Reduce	Re-Use	Recycle	Dispose
Avoid producing waste in the first place	Minimise the amount of waste you do produce	Use items as many times, as possible	Recycle what you can only after you have re-used it	Dispose of what's left in a responsible way
Best → Worst				



If you're working with a commercial partner, you may wish to ensure they've signed up to the [TRUST registration scheme](#).

9 MANAGEMENT

Consideration could be given to nominating someone in your organisation to lead and coordinate on environmental and waste management issues.

Objectives could be included and monitored through the annual Business Plan.

10 COMMUNICATION

To be fully effective, environmental awareness and action must be cascaded down through an organisation. For example, by:

1. Induction and awareness courses.
2. Role definitions and environmental impact appraisals.
3. Posters, newsletters etc.

11 USE OF AI

As a Trust, we recognise that AI technologies can support our environmental goals by improving efficiency, reducing waste, and enabling smarter decision-making. However, we also acknowledge the environmental and ethical implications of AI, including energy consumption, data privacy, and algorithmic transparency.

- To ensure the use of AI aligns with sustainability commitments:
 1. **Efficiency First:** Prioritise AI tools that demonstrably reduce resource use, such as optimising energy consumption, or enhancing digital capabilities to reduce printing and travel.
 2. **Lower-Impact Tools:** Where possible, select AI platforms and services that operate on energy-efficient infrastructure and are committed to carbon reduction.



3. **Transparency & Accountability:** assess the environmental footprint of AI tools adopted, including their data processing demands, and ensure they meet standards for ethical and responsible use.

12 SUPPLIERS

Whilst not an over-riding factor in decision making, we will seek to work with suppliers who share our aims and who seek to minimise their environmental impact. Equally, in deciding which types of supplies/products we purchase, we will be mindful that some are less damaging than others and will take this into account.

13 INVESTMENT

We will review our investment policy, with the intention of moving to ethical funds wherever reasonable to do so, by following Charity Commission guidance on balancing ethical investment and financial return. Where reasonably feasible, we will not invest in assets that are particularly polluting or damaging to the environment.



14 APPENDICES

14.1 Regulatory Guidance

[Charity Commission: Going Green: Charities and Environmental Responsibility](#)

[Charity Commission: Environmental responsibility for charities](#)

[Environment Agency: Waste Management](#)

14.2 Useful Links

NPC: [Everyone's Environment Pathway](#) – tools, resources and case studies.

ES: [Energy saving opportunity scheme \(ESOS\)](#)

CT: [Guidance on complying with ESOS](#)

CT: [Employee awareness and office energy efficiency](#)

CT: [Building energy efficiency](#)

CT: [Energy efficient lighting](#)

14.3 Ideas to consider

Many of the ideas listed below will be outside the scope or ability of the Friends of Trowbridge Bandstand to implement internally, however they have been included in this document in order to make all Trustees/Members, Associate Members and Volunteers aware of the possibilities for their meaningful impact on waste and to promote environmental awareness and best practice across multiple aspects of modern life.

14.4 Materials and Resources

- Consider installing recycling bins in your home, office and/or at events.
- When ordering stationery, fundraising resources etc, do so in bulk. It costs less and reduces transport costs.
- Where practicable buy products manufactured from recycled waste.
- For fundraising, you can now buy items such as running vests made from recycled material and poly bags that are biodegradable.
- Rather than printing leaflets, posters, fundraiser packs, etc create digital versions - not only more eco-friendly, but these are also easier to share and cost less.
- To find eco-friendly suppliers, try the [Green Providers Directory](#).



- To find charity specific suppliers, or for advice, try the [Charity Eco Hub Face Book](#) page.
- If you're working with a commercial partner, you may wish to ensure they've signed up to the [TRUST \(Trader Recycling Universal Standard\) registration scheme](#).
- Unused or single copied paper should be recycled as scrap paper. For sensitive or confidential information, use a crosscut shredder, then recycle it.
- Double sided printing and back to back photocopying should be undertaken where practicable.
- Don't automatically print e-mails and documents. Retaining them (in line with your organisation's Data Policy) on a shared drive reduces toner and paper usage, and you can find them again, if you need to.
- Make use of e-mail in preference to hard copy mail. For example, for distribution of minutes of meetings. This not only avoids wasting resources but is cheaper and quicker.
- Encourage the use of water in jugs at meetings rather than plastic water bottles. Make your own 'posh water' by adding slices of orange, lemon, cucumber, strawberry etc.
- If you need a water bottle for car/train journeys, the gym etc make it a re-usable one.
- Where water dispensers are provided, consider installing those that draw and cool mains water, rather than bottled supplies.
- Where possible encourage the use of fair-trade tea and coffee, and other products.
- If it is practicable rechargeable batteries should be used, this is both economical and is far better for the environment.
- Don't buy fruit/vegetables pre-packed – it's more expensive and creates plastic waste.
- When you do buy loose fruit/vegetables, leave them loose and don't use plastic bags.
- Buy UK, ideally local, instead of overseas produced food (and other materials) and try to buy in-season foods – it's cheaper, healthier, reduces air miles and supports local businesses.
- If you do need to use disposable plates/cutlery at an event, buy cardboard, not plastic.



14.5 Managing Waste

- Where cost effective, every effort should be made to recycle waste, such as cardboard, glass, paper and plastics.
- The Hippo '[Grants Up for Grabs](#)' scheme awards free waste disposal help to applications from UK charities and community groups.
- Mobile phone, and toner and cartridge recycling can generate some income.
- Include energy efficiency in your purchasing of electronic equipment - you'll use less energy, when you use them, and less waste when you dispose of them.
- Some supermarkets have battery recycling boxes you can dump your batteries into, and most waste sites will take you electronics.
- Hazardous items, such as oils, chemicals, fluorescent tubes, batteries etc, and electrical items must be disposed of properly and not simply dumped in the bin.
- Encourage the use of effective environmentally friendly cleaning products and other products such as e-cloths.
- A guide to [minimising water waste](#) in your office.

14.6 Energy Use

- When you next review your utilities, consider purchasing renewable energy. It probably not as costly as you think and, even if it cost a bit more, price isn't everything.
- Ensure that staff are aware of the benefits of energy efficient systems including benefits to themselves in their own homes.
- Energy efficient lighting should be used to replace any tungsten bulbs.
- People should be encouraged to turn off lights, televisions, monitors and other equipment when not in use. It's more environmentally friendly, saves money and helps reduce fire risk.
- Where practicable, heating should be turned down or off in unoccupied rooms or areas, with heating reduced to 'frost protection' levels when unoccupied, e.g., Christmas.
- Ensure that doors and windows are not left open after cease work to save on heating costs and improve security.



- I. Doors and windows should be draught proofed where practicable, loft spaces checked to ensure insulation is adequate, and pipes and hot water tanks should be properly lagged.
- II. Want more? Here are a whole series of [office energy efficiency guides](#) from the Carbon Trust.

14.7 Water Use

- Turn off or repair dripping taps, which can waste up to 10,000 litres of water a year.
- Cut down on the amount of water in toilet cisterns by placing a water-filled bottle in there or a bag filled with stones.
- In hot weather turning the tap on to gain access to colder water can be wasteful; therefore, a jug of the water run should be filled and placed in the fridge.

14.8 Emissions and Transport

- Encourage drivers to not hard accelerate and brake, which wastes petrol. Cruising saves fuel and you get to your destination less stressed.
- Ensure that staff, where practicable, make use of the public transport system.
- Encourage shared transport use by staff where it is practicable.
- Source goods and services locally, where this is cost effective.
- Coordinate meeting timings and locations to minimise travel.
- Review the work of meetings to reduce committee sizes and frequency of meetings and use online. It cuts travel, can save wasted work time and is always popular.
- Avoid automatic attendance at meetings on every occasion and, instead staff should only attend when an active role is required.
- If you travel by plane, book a non-stop flight, because these take the most direct route to the destination.
- Fly economy - business class carbon footprint is typically double economy. Surely nobody flies business class? I know an environmental charity where a director always flew business class.



END OF DOCUMENT

Document Version 0.1

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