



Sustainability Policy

This policy is available in other formats and languages upon request.

Date Policy Approved by Board	October 2016
Review Date	September 2019
Scottish Housing Charter	<i>Outcome 4 - Quality of Housing: Social landlords manage their businesses so that: tenants' homes, as a minimum, meet the Scottish Housing Quality Standard (SHQS) by April 2015, and continue to meet it thereafter, and when they are allocated, are always clean, tidy and in a good state of repair</i>
National Care Standards	n/a
Public Procurement Legislation in Scotland	The Procurement Reform (Scotland) Act 2014

This document sets out Viewpoint's Policy to establish an environmentally sustainable approach throughout our business activities. We recognise that the management of existing housing and care homes, the development of new housing and homes and the associated operational activities, have an impact on the environment and Viewpoint has a responsibility to minimise that impact.

We aim to create great homes and communities which are environmentally sustainable and supported by responsible business practices. We aim to reduce the adverse environmental impact of our activities wherever we can by exploring cost-effective ways of achieving higher energy-efficiency standards for our properties and help to meet climate change targets. However we are mindful that we need to provide the best value for money we can in all that we do.

Our policy is to:

- maximise the efficient use, re-use and recycling of resources and materials, ensuring that the remainder is properly disposed of;
- reduce dependence on non-renewable resources and energy produced from such resources;
- reduce the use of toxic and environmentally damaging materials and processes;
 - take action to reduce the emission of CO₂ and other gases which cause adverse climate change;
- develop the use of renewable, recycled and locally sourced products and services;
- ensure that all operations and activities carried out by us or on our behalf comply with or exceed statutory obligations;
- make effective use of our I.T and communication systems;
- raise awareness amongst and between staff, customers, board members and service suppliers of the impact of our activities on the environment and provide training as appropriate;
- ensure that contractors and service providers working for us adopt equivalent environmental standards and demonstrate a commitment to sustainability;
- work towards improving our tenancy sustainability rates; and
- develop our procurement process to improve the economic, social, and environmental wellbeing of our communities and facilitate the involvement of small and medium enterprises, third sector bodies and supported businesses in the process

This policy will be backed up by the development of an Energy Efficiency Strategy which will form part of our Asset Management Strategy. This is to ensure that our accommodation is constructed, occupied, managed and improved in ways that make efficient use of resources and minimise any adverse impact on the environment.

These strategies will include the setting of objectives and targets and establishing processes for regular monitoring and evaluation to improve our environmental performance whilst maintaining our economic viability.

Examples of measurable targets to be considered may include reams of paper used; cartridge toner use; reduction in car user mileage; and reduction in postage and envelopes by considering differing methods of communication.

Within the overall Asset Management Strategy, our Energy Efficiency Strategy will be developed to:

- reduce the consumption of resources, re-use materials where possible and recycle suitable materials, ensuring that the remainder is properly disposed of;
- establish the current position as to the sustainability of the existing housing stock and seek to achieve the Energy Efficiency Standard for Social Housing (EESH) ratings relevant to the type of property and the fuel used to heat it by 2020
- facilitate efficient use of heating and lighting and other resources by customers;
- take simple steps such as use of low energy lamps in communal areas and void properties, and consider installation of light-emitting diode (LED) lighting to improve lifespan and energy efficiency
- facilitate recycling of domestic waste by our customers and within our Care Homes;
- reduce mains water consumption;
- protect and enhance the ecological value of the grounds and buildings;
- establish the current minimum standards for new housing stock, driven by meeting current building regulations;
- integrate best practice and incorporate applicable aspects of new-build standards into maintenance and refurbishment activities, by using environmentally sustainable products, and utilising responsibly sourced materials;
- raise awareness of sustainability among staff, Board Members & customers, identify training needs and embed a culture of sustainability;
- provide regular energy efficiency advice to our tenants and Care Home residents via Newpoint, and such advice to be included in our Tenant Handbook
- promote the use of energy efficient transport

Viewpoint will put in place processes for measuring and monitoring waste and energy consumption, raising staff awareness of reducing resource use and increasing recycling rates by providing better facilities in all offices. This process will include the development of six steps to sustainability for staff as part of their daily checklist:

- 'think before you print';
- consider scanning documents where possible;
- re-use scrap paper for note pads, lever arch files, ring binders and folders;
- use the recycling facilities in offices to recycle paper, plastic, tins, toner cartridges and batteries;
- switch off all lights and appliances, including printers and copiers, when leaving the office and correctly use office heating & cooling;
- use video- & tele-conference facilities to reduce travel to other offices; and
- switch off PCs and monitors overnight.

This policy will be reviewed every 3 years or sooner if a legal update is required.

