



VALUES

A.4 Environmental Sustainability

REVIEWED: JUNE 2022

A.4 Environmental Sustainability

Mercy Services is committed to improving our environmental sustainability and demonstrating good environmental practice across our operations.

Mercy Services aims to ensure responsible use of energy throughout its operations by:

- creating a culture where the need for energy conservation awareness is understood and acted on by management, staff, volunteers, and visitors;
- ensuring energy efficiency and conservation in the operation and maintenance of its current facilities and in the course of any renovations or building work;
- conserving natural resources wherever possible by recycling, reusing, and thoughtful purchasing;
- working with suppliers who offer environmentally sound products/services; and
- selecting renewable energy initiatives wherever feasible.

This policy aims to ensure that Mercy Services adopts practices that are socially responsible and reduce our impact on the environment.

Record of policy development

Version	Date approved	Policy Changes
1.0	14/06/2022	Transferred policy to new organisational template and revised to align with organisational values and position

Responsibilities and delegations

This policy applies to	Staff and Volunteers
Specific responsibilities	Management
Policy approval	Risk & Continuous Improvement Committee

Policy context – this policy relates to:

Standards	N/A
Legislation	N/A
Contractual obligations	N/A
Organisation policies	N/A
Forms, record keeping, other documents	N/A

Principles

Mercy Services commits to minimising our impact on the environment by working towards the following sustainability goals:

- compliance with relevant legislative requirements as applies to environmental sustainability;
- reduction of energy consumption, water use, and consumables across operations;
- reduction of waste to landfill;
- recording of energy usage and production of an annual estimate of carbon emissions;
- incorporation of sustainability measures into relevant business decisions;
- promotion of Mercy Services' environmental sustainability goals to staff, residents/clients, representatives of those supported, and key stakeholders;
- working with suppliers who promote sound environmental practices; and
- continually taking steps to recognise ways to improve our environmental sustainability.

Business Practices

Mercy Services will, where appropriate:

- encourage the adoption of environmentally sustainable practices by our landlord/building managers and clients; and
- include in our criteria for selection of suppliers and contractors their environmental performance.

Implementation

Mercy Services will ensure that managers are informed of and expected to follow this policy, implementing its practices and ensuring such considerations form part of the decision-making process in working with and promotion of environmental sustainability.

To ensure the effective implementation of this policy, Mercy Services will, under the direction of Chief Executive Officer (CEO):

- hold a long-term view of environmental sustainability;
- assign and monitor roles and responsibilities of implementation of environmentally sustainable practices;
- access grants where possible to assist with implementation of this policy; and
- consider cost effectiveness (balancing practicality with environmental sustainability).

Sustainability Practices

The role of Management in promoting sustainability

Mercy Services will develop an organisational approach for managers to adopt sound environmental work practices, and adequate training will be provided to ensure these practices are carried out.

Waste

Mercy Services will aim to reduce the amount of waste produced by:

- educating and putting into practice the principles of reduce, reuse, recycle within our organisation;
- aiming for all paper stock to be recycled; and
- making use of recycling programs for old computer hardware, used toner cartridges and obsolete equipment or furniture.

Water

Mercy Services will aim to:

- promote practices to reduce water usage within our organisation;
- monitor water usage where practical; and
- ensure water efficient products and equipment are used throughout our organisation and are considered when maintenance work is conducted (e.g. dual flush toilets, rainwater tanks, water-efficient showerheads and taps installed whenever possible).

Energy

Mercy Services will aim to:

- promote best practice use of energy within our organisation;
- aim to ensure purchase of energy efficient equipment throughout the organisation, including installing LED lighting;
- minimise energy consumption to reduce the impact on the natural environment;
- use natural light;
- establish and encourage the use of electronic documentation systems where practical;
- consider the 'carbon miles' that products have travelled to reach us, and buy local;
- buy products that have been produced using environmentally ethical and fair-trade practices; and
- maintain and utilise solar panel systems within several premise locations to reduce energy consumptions.

Heating and cooling

Mercy Services shall make every reasonable effort to ensure that indoor air temperature settings achieve energy savings while providing adequate working conditions for building occupants and visitors.

Building users should not tamper with thermostat settings and are expected to dress appropriately for the season to minimise the need for heating and cooling.

When buildings are unoccupied, heating, ventilation and air conditioning systems shall be set to achieve the most energy efficient usage outcome.

Purchasing

Energy efficient (e.g., star-rated) electrical products should be purchased wherever possible.

Recyclable/reusable products should also be purchased to reduce disposal costs.

Mercy services transport currently has two electric vehicles in its fleet. The current fleet replacement plan is considerate of environmentally sustainable alternatives and these options are reviewed, where viable.

Contractors

Mercy Services will include environmental performance in its criteria for selection of suppliers and contractors. Mercy will encourage those working within our facilities to undertake environmentally conscious practices.

Computers and electrical appliances

Energy/power settings on computers and other electronic office equipment are to be set to maximise energy savings/go into sleep mode when not in use.

Computers and other electronic office equipment, as well as window air conditioning units (where applicable), shall be turned off when not in use and at the end of the day.

Refrigerators, microwaves, and coffee makers consume large amounts of energy. Staff and volunteers will be encouraged to use those appliances provided by the organisation.

Mercy Services undertake recycling of used batteries from alliances to allow them being placed into landfill.

Lighting

Lights shall be turned off when not in use, when leaving a room unoccupied and at the end of the day.

Energy-saving lighting is to be fitted wherever possible.

Energy-saving occupancy sensors and day lighting control systems shall be installed whenever possible.

Artificial lighting is to be used only when daylight is insufficient to perform the task at hand, or safety would be compromised without artificial lighting.

Travel

Business related air travel should be kept to a minimum and video-conferencing always considered as an alternative.

Energy auditing

Mercy Services will conduct regular energy management audits to assess compliance with this policy, report results in its annual report and elsewhere as appropriate, and continually strive to improve its energy conservation performance.

Biodiversity

Mercy Services will:

- aim to plant native flora as preferred vegetation;
- identify areas for increased planting of trees; and
- aim to balance the ecosystem of Mercy Services' premises to attract more native fauna.

Communicating with staff

Mercy services will communicate to staff on the adoption and implementation of environmentally sustainable practices.