

WHITESTONE CHAMBERS

Barristers

Whitestone
Chambers

Chambers of Lawrence Power
4 King's Bench Walk, Temple.
London EC4Y 7DL.

ENVIRONMENTAL MISSION STATEMENT & POLICY

(April 2018)

Environmental Statement

This document outlines our commitment to continuous improvement in managing environmental issues including:

1. Conserving resources;
2. The proper management and monitoring of waste;
3. The reduction of pollution and emissions;
4. Compliance with environmental legislation and codes of practice;
5. Training of staff;
6. Monitoring of environmental performance.

ACTION PLAN

1) Conserving resources

Energy

All members and employees of Whitestone Chambers have been instructed on the following energy saving steps:

1. Computers, photocopiers, lights and printers should be switched off when not in use.
2. Standby and energy save modes should be used where feasible.
3. Heating and ventilation must be used effectively and efficiently with reducing energy consumption in mind.

In addition, Whitestone Chambers have implemented the following:

1. Electrical timers have been placed on key pieces of office equipment. After a period of non-use, the machine will automatically turn itself off. Although the timers are expensive, we strongly believe that this is the correct approach to reduce energy consumption.
2. All electronic hand-dryers have been removed from Chambers; portable electric heaters and are stored for emergency use only.
3. Energy saving lighting equipment has been installed throughout Chambers.

Water

Whitestone Chambers have advised all members to try and reduce water consumption, for example, by not leaving taps running.

2) The proper management and monitoring of waste

Chambers consider that waste can be minimised by reducing the amount of material we use and by reusing, recycling or repairing materials where possible.

Members of Chambers have taken active steps to ensure the following:

1. Goods with recycled content or reconditioned parts are preferred, e.g. Re-manufactured toner cartridges, rechargeable batteries and refillable pens.
2. Recycled paper is the norm.
3. Dispensable products, e.g. plastic cups, are no longer used in Chambers.
4. Eco criteria is considered when making all Chambers' purchases.
5. Damaged furniture and fixtures are repaired rather than replaced.
6. New furniture and fixtures are sourced from sustainable suppliers.

Chambers believe that a large amount of business waste is made up of paper. In our effort to reduce paper waste Chambers have implemented the following:

1. All fax transmissions are now received electronically.
2. All internal correspondence is sent electronically.
3. A network scanner has been installed so that legal papers can be stored electronically and converted to digital format for onward transmission saving reprinting costs.
4. Paper is printed on both sides whenever possible.
5. Used paper is re-cycled as scrap paper.
6. Documents to be read by multiple members of Chambers are printed once and circulated.

3) The reduction of pollution and emissions

Chambers have taken active steps to:

- a. Reduce litter and ensure that our grounds are kept litter free;
- b. Avoid purchases of ozone-depleting substances such as CFCs;
- c. Purchase more bio-degradable and "green" substances;
- d. Reduce unnecessary travel. Telephone and video conferences are encouraged where possible. When it is necessary to deliver papers, this is done, where possible, via bike courier.

4) & 5) Compliance with legislation and codes of practice and training.

Members of Whitestone Chambers have been fully briefed on all areas of relevant environmental law. They have been advised on the methods of reducing our carbon footprint and to carry out their own independent research.

6) Monitoring of environmental performance.

An Environmental Policy officer has been nominated on behalf of Chambers since 2008. It is their duty to monitor and consider policies in place. Where necessary these policies are revised and considered at Chambers' Annual General Meeting.

7) Under Review:

Chambers Heating

Improve insulation and draft-proofing.

Switch off heaters overnight and at weekends and at holidays.

Keep thermostat between 19°C and 21°C.

Use blinds to shade windows in the summer.

Electronic Equipment

Switch off machines when not in use.

Use standby and energy save modes where feasible.

Use energy efficient fridges and cookers in the kitchen.

Consumables - Paper Action Plan

Use double-sided printing and copying whenever possible.

Only make copies that are required.

E-file on computer drives.

Send circulars not multiple copies.

Other Office Consumables

Re-use files, ring binders etc. or give to local charities and schools.

Collect ring binders from the court/tribunal once cases are finished so that they can be reused.

Share items in occasional use (staplers, hole-punches etc.).

Repair furniture, fixtures etc. to avoid replacements.

Minimise and Recycle Waste Action Plan.

All Chambers waste is recycled by private company that collects mixed waste each day.

Use re-manufactured toner cartridges where possible.
Print brochures on recycled or sustainable-source paper.
Use rechargeable batteries.
Limit the Impact of UK travel.
Use electronic mail and other telecom tools.

8) Contact

Please contact Robert Pidgeon (02078228822) with any ideas which can assist the overall strategy implemented by Chambers.

This policy will be reviewed by 31 March 2019.

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