



SUNDIAL
Venues and
events group

Care for the Environment Statement of General Policy

Sundial Group recognises that concern for the environment as an integral and fundamental part of its business. We are aware of the impact that our day to day operations has on our surroundings and it is our objective is to minimise the environmental impacts of our activities.

Our order of priorities for sustainability is:

1. Reduce consumption
2. Increase efficiency
3. Switch to renewable
4. Pay to offset

We have committed to provide the necessary training and support to all employees to ensure that they understand and are able to fulfil the relevant aspects of the policy in their day to day work. We are committed to minimising the impact of our operation on the environment by means of a programme of continuous improvement and in particular we will:

- a. Ensure the appointed team members receive adequate training to help them carry out the installation, supervision, training and monitoring of the Company Environmental Policy.
- b. Promote sound environmental management policies and practices throughout the Group.
- c. As a minimum, comply with the requirements of relevant legislation.
- d. Make efficient and environmentally responsible use of energy and water.
- e. Minimise waste production as far as practicable.
- f. Reuse and recycle waste where appropriate.
- g. Reduce and where practicable, prevent pollution.
- h. Maintain the company properties in an environmentally sensitive way.
- i. Minimise the adverse environmental impact of disposing of the company's assets.
- j. Manage and control effluent discharges arising from our procedures.
- k. Maintain plant and systems of work that are safe and without risks to the environment.
- l. Control noise, dust, smell, vibration and other nuisance or environmental effects that may cause offence to the local community or environment.
- m. Carry out environmental audits of all of our properties.
- n. Operate a Sustainable Purchasing Policy that gives preference to environmentally friendly suppliers and products.
- o. Review and if necessary revise this statement and policy on an annual basis.

We have appointed a Management team to install, train, supervise and monitor the company Environmental Policies and each venue is working towards an individual action plan (headed by the green champion and General Manager at the property).

A target to reduce the amount of Carbon Dioxide emitted into the atmosphere has been incorporated into the Balanced Scorecard tool we use to assess our business. We aim to reduce our CO₂ Emissions per Occupied Bedroom by 5% each year.

Development of actions and activities

Current strategies include:

- a. Development of local prioritised initiatives to respond to specific issues and opportunities
- b. Recycling of waste to reduce landfill
- c. Pay to offset the carbon emitted as a result of business travel by car and plane
- d. Engaging customer and employees to contribute with facilities in conference rooms and offices
- e. Reduce energy use, including
 - i. Installation of energy saving lighting and general appliances.
 - ii. Incorporation of appropriate energy saving technology in all capital projects.
 - iii. Installation of motion detection switches for lighting
 - iv. Linen reuse policy at the discretion of guests
- f. Sustainable Purchasing policy which gives preference to local and fair trade products
- g. Financial incentives for car sharing
- h. Carbon offsetting of all business travel
- i. All Marketing Materials are produced on paper that, as a minimum requirement ,has been accredited by the FSC.
- j. Aiding local charities and projects where possible

We have undertaken a Carbon Trust sponsored audit of our operations at Highgate House (our largest property) to identify opportunities for improvements to our current operations and help establish best practice across our group. This report indicates that the Conference Centre's performance in the use of fossil fuel is better than the level typical of "good practice" whilst the performance in the consumption of electricity is at a "typical" level and above what could be achieved when operating at a "good practice" level of consumption.

Other actions currently under investigation are

- a. Further reduction of landfill volumes and energy consumption
- b. Composting of all kitchen waste
- c. Increased recycling facilities
- d. Development and implementation of an energy policy
- e. Promote and encourage environmental awareness as 'Good Management Practice'
- f. Work towards a universally recognised accreditation scheme

Sundial Group Ltd is registered in the UK no: 3432674 and its registered office is Highgate House, Creaton, Northampton, NN6 8NN
This policy also applies to Sundial Group's subsidiary companies.

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Further information may be obtained by calling +44 (0)1604 731731, emailing info@sundialgroup.com or visiting www.sundialgroup.com