# Text  Description automatically generatedEnvironmental action plan

### New Wood Trees Ltd

Created: June 2022

Last Reviewed: Sept 2022

Next Review: June 2023

Renewal date: June 2023

| Activity / Environmental impact | Action | Advice | Priority | Responsibility | Timescales/ targets | Progress |
| --- | --- | --- | --- | --- | --- | --- |
| Carbon Management |
| Emissions from electricity use | Replace failing lamps/bulbs/tubes with LED | LED replacements are available for the vast majority of light fittings (including fluorescent tube-type fittings, such as [these](https://www.lighting.philips.co.uk/products/led-tube)) now but check with a qualified electrician if you are unsure. | Medium | Dan | Ongoing | Record whether you continue to replace with LED |
|  | Ensure all unnecessary lights and IT equipment are switched off when not in use | We need some sort of system for this, e.g. last person in the office is responsible for checking. | High | Everyone | Ongoing | Record what you do to ensure this happens |
|  | Consider switching to a ‘deep green’ energy tariff | Wait until we have made decisions about any electric vehicles – the reason being that Octopus offers an agile tariff that can be very useful when charging vehicles overnight.If we switch from Octopus, to understand some of the issues involved here, see the [Ethical Consumer Guide to Gas and Electricity Tariffs](https://www.ethicalconsumer.org/energy/electricity-gas-revisited), which recommends Good Energy, Ecotricity and GEUK as ‘best buys’. | High | Tiffany | June 2023 | Record whether you have switched |
|  | Install a smart meter | Check if it is a Smart Meter. If not we can register interest via your supplier [here](https://www.smartenergygb.org/en/get-a-smart-meter/how-to-get-a-smart-meter). | Medium | Tiffany | June 2023 | Record whether you have requested one |
|  | Explore low carbon / renewable energy generation options.A second solar array on barn roof?Tesla battery?De-humidifier | Commission an independent survey that can take into consideration not just the physical feasibility and cost of a heat pump (or possibly biomass) but also:* The benefits of integrating with solar PV
* The potential to further extend solar PV
* Battery storage
* Electric vehicle charging
* Improvements to the thermal efficiency of the offices

The risk in simply talking to a heat pump installer is that they will want to sell us the product and they may not take a holistic view of our options and opportunities.In considering heat pump options, it will also be important to consider air source versus ground source. The nature of our site means that ground source may well be an option for us.Search online and ask around for any local independent surveyors.  | Medium | Tiffany to contact independent energy surveyor | June 2023 | Record whether you have done this and any plans developed |
| Emissions from vehicles & machinery | * Transition towards electric company vehicles when this becomes feasible
* Biofuel? No, not sustainable.
 | I think it’s important to have this action as a long-term placeholder. The technology is evolving rapidly, and the costs are decreasing rapidly so hopefully it will not be too long term.Note that between 1/4/21 and 31/3/23 new vans and trucks are eligible for the new super-deduction tax relief. See [this article](https://www.commercialfleet.org/news/latest-news/2021/03/25/new-vans-and-trucks-qualify-for-super-deduction-says-hmrc) for further information.Be aware of new developments. | Medium |  | Long term | Record any further thoughts or progress here |
| Carbon footprint | Consider measuring the business carbon footprint and setting a target for net zero OR Carbon Neutral | See [this guide](https://greensmallbusiness.com/small-business-carbon-footprint-guide/) on how to calculate a carbon footprint.For a further help with this, please see the [carbon footprinting service](https://greensmallbusiness.com/product/net-zero-business-support-package/) on Green Small Business website.Also look at Carbon Trust Accreditation: [https://www.carbontrust.com](https://www.carbontrust.com/) | Medium |  | TBC | Provide a summary of your progress |
|  |  |  |  |  |  |  |
| Water Use |  |  |  |  |  |  |
| In the office building | Install a grey rain water harvesting system in to the office | Build a lean-to to collection water by the vehicle washing area with a water collection tank and water filter to filter the mud and oil out of the water.Future: to possible create a grey rainwater system connecting sinks and toilets. | Medium | Shaun & Philip | TBC | Record whether you have done this |
| For washing vehicles | Closed loop recycling system | <https://majestictrees.co.uk/our-team/environmental-policy.html> | Medium |  | TBC |  |
| For container trees | Explore feasibility of adding further rainwater collection system when container area is extended |  | Medium |  | TBC | Summarise any further work on this |
|  |  |  |  |  |  |  |
| Procurement |
| Environmental impacts of supply chains | Embed environmental considerations into your purchasing decisions via the adoption of an Environmentally Preferable Purchasing policy or Procurement Policy | See the NWT Procurement Policy | High | Dan & Shaun | July 2022 | Record whether you have adopted a policy |
|  | Continue to monitor UK supply of young stock | Aim to increase purchasing from the UK | Medium | Philip | Ongoing | Just record any change |
|  | Continue to re-use air pots on site | Build up to 100% air pots and no traditional plastic pots. All trees we have for sale will be in air pots. | Medium | Dan | April 2023 | Simply record whether this continues |
|  | Search for local supplier of plastic-free compost | This may be a shot in the dark but there may be a supplier locally who could tip compost at your site rather than it being delivered in plastic wrap | Medium | Dan & Shaun | June 2023 | Record the outcome |
| Energy & raw materials associated with paper production | Explore ways of reducing paper use | * Only print what is absolutely necessary
* Adjust templates to make most efficient use of paper
* Ensure double-sided printing
* Keep a store of scrap paper for note taking etc
* Use device for customer delivery notes
 | Medium | Caleb – research signing device | Consult staff prior to renewal in June 2023 | Record the outcome of your consultation with staff |
|  | Aim for 100% Post Consumer Waste Content (PCW) paper.  | Aim for 100% Post-Consumer Waste (PCW) recycled paper.[Steinbeis No. 2](https://www.viking-direct.co.uk/en/p/5576256) is a good, affordable example of 100% post-consumer waste recycled.Almost all [Eco-Craft](https://www.eco-craft.co.uk/) paper and paper products are 100% PCW too. This includes envelopes and packaging.Trial any paper change before purchasing a large quantity as the look and feel of 100% PCW paper is a little different to the paper we are used to. | Medium | Tiffany | Trial by November 2021 | Record whether you have changed paper |
| Waste management |
| General Waste | Make list of all different types of waste | This is vital before we approach Devon Contract Waste (DCW) | High | Tiffany to call | August 2022 |  |
| General waste | Set up waste management contract | Bear in mind that waste management providers which collect recyclable materials separately from non-recyclable waste will probably achieve higher levels of recycling, because of the recyclable materials having a lower risk of being contaminated.Start with Devon Contract Waste | Medium | Tiffany | September 2022 | Record whether you have done this |
| Printer consumables waste | Recycle all used printer consumables | This is free and can even generate income or a donation to charity. Try the [The Recycling Factory](https://www.therecyclingfactory.com/) | Low | Caleb | June 2022 | Record whether you have started doing this |
|  | Switch to printer with refillable ink tanks | There are a growing number of printers on the market which have refillable ink tanks rather than cartridges. Consider switching to such a printer when our current printer is in need of renewal. | Low | Caleb | TBC | Record whether you have switched |
| Carbon sequestration & biodiversity |
| Positive impacts of trees | Ensure that environmental considerations continue to factor in your decision-making about tree choices | Communicate the positive impacts of our business in terms of carbon sequestration, promoting biodiversity etc.It will be important for such factors to continue to play a role in the choices we make about the trees we grow.Could we be carbon neutral? | High | Philip | Ongoing | Summarise briefly how you have taken this into account |
| Positive impacts of regenerative land management | Continue our focus on rewilding parts of the site |  | High | Philip | Ongoing | Summarise any further work on this |
| Plant Health |  |  |  |  |  |  |
|  | Continue compliance with annual inspections from Defra |  | High |  | Ongoing | Simply record whether this continues |
|  | Continue use of Plant Passports for all trees that leave the nursery |  | High |  | Ongoing | Simply record whether this continues |
|  | Continue compliance with all EU import regulations, including Plant Health Controls |  | High |  | Ongoing | Simply record whether this continues |
|  | Only buy from trusted suppliers in Europe who have robust biosecurity controls in place and who’s plants originate from disease free areas.  | We visit these suppliers on a regular basis to review their processes and procedures | High |  | Ongoing | Simply record whether this continues |
|  | Set up a system to record all plant inspections when new stock arrives at the nursery | This needs to be done | High | ? | TBC | Record whether you have done this |
|  | Formally train up a staff member to recognise pests and diseases | Who? | High |  | TBC | Record whether you have done this |
| Certification | Work towards gaining our Plant Healthy Certification  | Who? When? We should  | High |  | TBC | Record whether you have done this |
| Soil Management |
|  | Continue to explore alternatives to herbicide use | Mechanical? French nursery? | High | Philip & Dan | Ongoing | Record any progress on this |
|  | Maintain records of pesticide treatments |  | High | Dan | Ongoing | Simply record whether this continues |
|  | Continue minimal dig policy | Every tree is planted by hand to minimise soil disturbance.  When the trees are ready to be dug out of the ground, we use a specialist rootball machine which carefully scoops the rootball out of the soil.  When a field has been emptied, we fill the holes in rather than plough the whole field up. | High | Tiffany | Ongoing | Simply record whether this continues |
| Company administration |
| Environmental impacts of banking | Switch over to Triodos when this becomes feasible | We already have one account with Triodos and have tried various others.We will transfer over to Triodos when they can meet our needs, e.g. debit card, Xero integration. | High | Tiffany | Long term | Record any change |
| Environmental impacts of workplace pension fund investments | Make staff aware of any ethical options open to them | See here the [details of the Nest Ethical Fund](https://www.nestpensions.org.uk/schemeweb/nest/aboutnest/investment-approach/other-fund-choices/nest-ethical-fund.html), (whilst always avoiding giving financial advice). | Medium | Tiffany | September 2022 | Record how you have done this |
| Potential for positive influence on environment | Include our environmental policy on our website |  | Medium | Tiffany | With immediate effect | Record whether you have done this |
|  | Include the ‘Green Small Business Certified’ logo on your website, and in your email footer |  | High | Tiffany | With immediate effect | Record whether you have done this |
|  | Consider support for an environmental cause | Check out the [1% for the Planet](https://www.onepercentfortheplanet.org/) initiative. Business members commit to giving 1% of gross sales each year to environmental projects. Or find something else, perhaps local, that aligns with your values and support that. This isn’t a scientific exercise so find a project that you believe in and go for that! | Medium |  | June 2023 | Record the outcome of your consideration of this issue |
|  |  |  |  |  |  |  |