



*enriching life through music*

# **Sustainability, Environment & Climate Policy**

*Draft: 17 February 2025*

---

**MusicAbility Foundation | Charitable Incorporated Organisation**  
***Registered Charity Number 1197197***

---

**MusicAbility Centre, 10 Parade Street, Penzance, Cornwall TR18 4BU**

## Contents

1. Introduction
2. About this policy
3. Policy commitments
4. Actions
5. Communication
6. Reviewing this policy

## Appendices

- A: Sources of Guidance & Information
- B: Policy Review Schedule

---

## 1. Introduction

**1.1** MusicAbility Foundation is a Penzance-based charity investing in community and enriching life through music therapy, music-making, education, concerts and events. The charity aims to create flexible and inclusive multi-musical opportunities for people of all ages, life-experience and ability, using music for community learning, pleasure, health and wellbeing.

**1.2** While the charity's day to day activities are not associated with high levels of environmental damage, the charity is currently undertaking a major building refurbishment and the trustees are aware that globally the construction industry is responsible for 37% of the world's total carbon emissions.<sup>1</sup>

**1.3** The word 'sustainable' is associated with several uses, including human, social, economic and environmental sustainability. This policy focuses on environmental sustainability and, in particular, the impact which the Foundation's activities may have on the physical environment and with limiting its contribution to global warming.

**1.4** The Charity Commission's guidance ***Going green: Charities and Environmental Responsibility***<sup>2</sup> gives the following advice:

*"Whilst charity law does not require charities with non-environmental charitable purposes to engage in environmental activities, the Charity Commission supports and encourages all charities considering the development of environmentally sustainable practices wherever possible as a way of maximizing their effectiveness.*

*It is clear that all charities can make a difference through their activities. Many are already taking action to be more environmentally responsible, and, for incorporated charities, the Companies Act 2006 provides a direct remit for them to do so."*

## 2. About the Policy

**2.1** The Foundation exists to serve the community as a force for good. Two of our five core values relate to ecology and sustainability:

**2.1.1: Ecology** - creating environments where people, community and natural resources can work and grow together into the future;

---

<sup>1</sup> [Building Materials and the Climate: Constructing A New Future](#) (UN Environment Programme: publ. 12 September 2023; viewed 7 Dec 2024)

<sup>2</sup> [RS17 - Going Green: Charities and Environmental Responsibility](#) (publ. 2008 – at p22)

**2.1.2: Sustainability** – avoiding profiting from anything that harms people or causes damage to the environment.

**2.2** In this policy we provide an effective framework for realising the Foundation's commitment to creating a sustainable society by protecting and, where possible, enhancing the Foundation's social, environmental and economic impacts, preventing pollution, reducing social inequality and driving sustainable development as part of a transition to a low carbon future.

**2.3** The CEO (acting on behalf of the Trustees) is responsible for ensuring that this policy is implemented. However, the Trustees, employees, volunteers and MusicAbility Centre users all have a role to play and this policy outlines our individual and shared responsibilities to ensure that the aims and objectives of the policy are met.

### 3. Policy Commitments

This policy commits us to the following:

**3.1** identify environmental risks arising from all the Foundation's activities and future plans, and to mitigate the risks to the greatest extent possible;

**3.2** ensure compliance with all relevant legislation and standards, and strive to deliver best practice;

**3.3** ensure our systems and procedures consider environmental impact, prevent pollution and minimise resource consumption;

**3.4** minimise the use of materials that produce carbon (including in their manufacture) and to take account of carbon saving potential in every activity;

**3.5** avoid prioritising funding, or other needs, ahead of sustainability and environmental impact;

**3.6** ensure our partners, contractors and suppliers are able to, and encouraged to, support our sustainability commitments.

### 4. Actions

Some of the key actions arising from the policy that we are committed to take in order to comply with this policy are set out below, but this list is not definitive:

**4.1:** minimise the use of energy, water and other resources;

**4.2:** adhere to the waste hierarchy which identifies ways to be more environmentally friendly, in priority order:

**1. Eliminate** - avoid producing waste in the first place

**2. Reduce** - minimise the amount of waste you do produce

**3. Re-Use** - use items as many times as possible and repair where possible

**4. Recycle** - recycle what you can only after you have re-used it

**5. Dispose** - dispose of what's left in a responsible way

**4.3:** source energy needs from renewable sources. Include energy efficiency in purchasing of electronic equipment etc. including using energy efficient heating, ventilation, lighting & lift;

**4.4:** avoid toxic and polluting materials and equipment, and consider their expected lifespan and future disposal before purchasing or installing;

**4.5:** reduce the use of all plastics to a minimum and avoid single-use and disposable plastics;

**4.6:** as far as possible, source services and materials from organisations that share our environmental sustainability objectives;

- 4.7: avoid harmful chemicals in all products including cleaning products and paints;
- 4.8: consider the environmental impact of modes of travel relating to the Foundation's activities, prioritising walking, cycling and shared transport and minimising flying;
- 4.9: source goods and services locally where possible, to minimise unnecessary transport.

## 5. Communication

To realise our environmental objectives the Foundation both recognises the need for, and is committed to, communicating these objectives throughout the organisation and with partner organisations and individuals, including those working at MusicAbility Centre, contractors and suppliers.

## 6. Reviewing this Policy

- 6.1 The management of the policy review process will be the responsibility of the Chair of Trustees.
- 6.2 The policy will be reviewed at least once a year, with the first annual review taking place at a trustee meeting approximately 12 months after the policy was formally adopted by the trustees.
- 6.3 Annual reviews of this policy will include the following:
  - (1) an audit of the success in implementing this policy,
  - (2) reviewing the risk score in section 2.3 of Risk Assessment Action Plan 2,
  - (3) consideration of each section of the policy and deciding whether any changes should be made as a result of the charity's experience or in the light of any other changing circumstances or any updated guidance from the Charity Commission or other sources, set out in **Appendix A**.

The date of any source updates should be noted in the '**Date**' column and if any update significantly affects any part of the policy, then that will be discussed at the review meeting. The date on which each source was accessed will be entered in the '**Viewed**' column of Appendix A.

  - (4) Details of any additional useful sources which have been identified since the last review will also be noted in Appendix A.
- 6.4 A review should also take place between annual reviews if a situation arises where the trustees need to consider updating the policy.
- 6.5 A record of the reviews of this policy will be kept in **Appendix B: Policy Review Schedule**. The review schedule will record the date of the adoption of the policy and the date of any subsequent trustee meetings where the policy was considered, with details of any decisions taken.
- 6.6 If any changes are made to the policy, then that will be recorded in the minutes of the trustee meeting at which that change was adopted. The minutes of every trustee meeting are filed in the Admin section of the charity's website.

**6.7** When a policy review has been approved by the trustees, the front cover and footer of the Policy will be updated accordingly, and the latest reviewed policy will be filed in the Admin section of the charity's website in place of the previous version.

**6.8** The Policy Schedule in Admin will also be updated accordingly.

---

Appendix A follows on the next page

Sustainability, Environment & Climate Policy			App A   Sources of Guidance & Information	
			Date	Viewed
1.	MusicAbility Foundation CIO   Governing Document		Constitution 17 Dec 2021	
2.	Charity Commission Guidance			
	2.1	<a href="#">Environmental responsibility for charities</a>	Last updated: 7 Mar 2024	12 Feb 2025
	2.1	<a href="#">Going Green: Charities and Environmental Responsibility</a>	Publ. 2008	12 Feb 2025
3.	Cornwall Council			
	3.1	<a href="#">Generic Environmental Policy Template</a>	Oct 2020	12 Feb 2025
	3.2	<a href="#">Our Action Plan</a>	Last updated: 5 Dec 2024	12 Feb 2025
	3.3	<a href="#">Climate Emergency Development Plan Document</a>	Last updated: 27 Nov 2024	15 Feb 2025
	3.4	<a href="#">Climate Emergency DPD Renewable Energy Sensitivity Assessment</a>	Last updated: 19 May 2022	14 Feb 2025
4.	National Trust			
		<a href="#">Our Climate and Environment Policy</a>	No date	13 Feb 2025
5.	<a href="#">Charity Excellence Framework CIO</a>		No date	14 Feb 2025
6.	UN - <a href="#">THE 17 GOALS   Sustainable Development</a>		Publ. 2024	14 Feb 2025
	UN Environment Programme: <a href="#">Building Materials and the Climate: Constructing A New Future</a>		Publ. 12 Sep 2023	13 Feb 2025
7.	<a href="#">International Institute for Sustainable Development</a>		Publ. Jun 2022	15 Jan 2025
8.	Charity Digital - <a href="#">Ten ways to ensure your charity is sustainable</a>		Publ. 3 Jan 2025	16 Jan 2025
9.	UK Community Foundations <a href="#">Sustainable development goals</a>		Publ. 2021	15 Jan 2025
10.	<a href="#">Sustainability   Kreston UK Charities Report</a>		Publ. 2024	15 Jan 2025
11.	Duncan & Toplis News <a href="#">What's the role of sustainability in charities?</a>		Publ. 17 Jul 2024	13 Feb 2025

Sustainability, Environment & Climate Policy		App B   Policy Review Schedule	
Action / Change			Date
Sustainability, Environment & Climate Policy   Adopted at Trustee Meeting			
Review 1:			
Review 2:			