



## Highworth Town Council

Council Offices  
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Swindon  
Wiltshire  
SN6 7FB

Town Clerk: Mrs D Rose  
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### Environmental Policy Statement

The following is the policy of Highworth Town Council with regards to its place within the environment.

Highworth Town Council and its staff will operate at all times showing due regard to global and local environmental considerations and issues. Highworth Town Council will therefore conduct itself in such a manner so as to improve the environment or ensure that its operation minimises Highworth Town Council's impact there on. Employees will observe policies in force at sites visited in the course of their duties.

The Clerk and Staff are therefore charged with:-

- 1) Ensuring that the daily operation of Highworth Town Council does not constitute a nuisance to others.
- 2) Correctly using equipment and facilities provided to ensure the safe and correct handling and disposal of materials and waste products.
- 3) The economical use of all resources so as to minimise waste and take advantage of recycling schemes of general advantage to the community and the environment as appropriate.
- 4) The containment and safe disposal and/or recycling of chemicals, liquids, solids and gases in accordance with good operating practices.
- 6) Promotion of environmental awareness and general encouragement for staff to raise issues of concern and make recommendations and offer ideas to the Clerk to improve Highworth Town Council's performance.

In addition, field staff will, at all times, observe the environmental policies and instructions issued by competent, recognised authorities when visiting customer sites and premises. If, in the event that such instruction would appear to contradict Highworth Town Council policy statements, common good sense or create a potential environmental or safety hazard, staff are instructed to refer to the Town Clerk or Supervisor for advice before proceeding.

**POLICY ADOPTION DATE:** 5 June 2018

**MINUTE REFERENCE:** General Purpose & Finance Minute 14



Highworth is a Fair Trade Town



Twinned with Wassenberg



Twinned with Pontorson