



## **Procurement and Environmental Stewardship Policy**

**Approved for adoption by Council 12<sup>th</sup> August 2013 (1314/70)**

Baildon Town Council recognises that it is important to act in ways which demonstrate responsible environmental stewardship as well as being cost-effective.

The following principles and preferences should apply (whenever possible and practical):-

1. Refreshment supplies and other consumable products should come from Fairly Traded sources.
2. Paper should come from sustainable sources and printing and copying should be double-sided.
3. Small items and convenience goods should be purchased from within Baildon.
4. Car-sharing should operate whenever several people are travelling to the same destination (i.e. for meetings or training events) and, for longer journeys, use of public transport is encouraged.
5. Recycling (of waste paper, cartridges etc.) will be practised by employees and will be encouraged for councillors.