

**Hastings Museum and Art Gallery
Old Town Hall Museum
(Hastings Borough Council)**

**Environmental Policy Statement
2015**

Date on which this statement was approved by governing body:

January 2015

Policy Review procedure:

We will review the access statement at least every year to ensure that it is line with national guidelines and standards.

The Museum will incorporate actions that arise from this policy in its Forward plan.

Date at which this policy is due for review:

January 2016

Hastings Museum and Art Gallery

Hastings Museum and Art Gallery recognises that its activities have an impact on the environment, in particular from energy use and visitor transport to the building. This policy, in co-existence with the Hastings Borough Council Environmental Policy, describes how the Museum mitigates these impacts, is committed to the prevention of pollution and legal compliance, and sets targets to achieve continual environmental improvement.

Energy

- Electricity and gas consumption is monitored with meter readings taken monthly
- Temperature levels are monitored and procedures in place to most efficiently set heating system controls, room thermostats and thermostatic radiator valves, while taking into account conservation needs of Collections
- Lighting and equipment is only switched on when needed
- A programme is in place to replace current lighting with LEDs where possible

Waste

- Documents are only printed where necessary with double-sided printing set as default
- Waste paper and glass are segregated and recycled
- The possibility of a mixed recycling service will be considered by consultation with HBC

Water

- Water usage is monitored with meter readings taken on a monthly basis

Transport

- The Museum will endeavour to promote sustainable options for staff and visitor travel.

This policy is reviewed annually and updated to reflect new initiatives and developments.

Date of next review is January 2016