

# Environmental and Sustainability Policy

Webjects Limited — our environmental commitments

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<b>COMPANY</b>	Webjects Limited (10521644)
<b>VERSION</b>	1.0
<b>ADOPTED</b>	September 2025
<b>REVIEW CYCLE</b>	Annually — each September
<b>NEXT REVIEW</b>	September 2026
<b>APPROVED BY</b>	Chris Gardner, Director
<b>LEGISLATION</b>	Good practice (Environment Act 2021 context)

## PURPOSE

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This policy sets out how Webjects Limited ("Webjects", "we") minimises the environmental impact of our work as a small digital agency, and the practical commitments we make to running our business responsibly.

We want to be honest from the outset about why this policy exists. No single mandatory environmental statute requires a micro IT consultancy of our size to hold a written environmental policy. We have adopted it **voluntarily, as good practice**, because we believe a responsible business should understand and reduce its environmental footprint — however modest that footprint is. The policy is informed by the principles of the international environmental management standard **ISO 14001** (commitment, sensible objectives, and continual improvement) and by the broader UK direction of travel towards net zero set in the **Environment Act 2021**. We are not certified to ISO 14001 and do not claim to be; we simply use its principles as a sensible framework.

We will not overstate what we do. This policy contains only commitments we can genuinely keep and, where possible, evidence.

## SCOPE

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This policy applies to:

- Both directors of Webjects Limited;
- Any associates, contractors or freelancers engaged by Webjects, in respect of work they carry out for us;
- All Webjects business operations, whether carried out from home, at a client site, or remotely.

Because we are a **very small company** with no business premises beyond our registered office and no manufacturing, fleet or significant physical operations, our direct environmental impact is small. Our most significant impacts are indirect: the energy used by the servers and data centres that host the websites we build, the electronic equipment we buy and eventually dispose of, and travel. This policy focuses our effort where it can make a real difference.

## POLICY STATEMENT

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**Webjects' commitment:** We will run our business in a way that reduces environmental harm wherever it is reasonable and practical for a company of our size to do so — through energy-efficient working, responsible disposal of electronic equipment, reduced travel, paperless-first operations, and weighing sustainability in the suppliers we choose. We will keep our claims honest, avoid greenwashing, and improve our practices over time.

## RESPONSIBILITIES

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**The Director** holds overall responsibility for this policy: keeping it current, making the practical commitments below part of how we actually work, and acting as the point of contact for any environmental concern, at [info@webjects.co.uk](mailto:info@webjects.co.uk).

**Both directors** are responsible for setting an example, choosing suppliers and equipment with sustainability in mind, and making the day-to-day decisions that this policy describes.

**Associates and contractors** are expected to work in line with this policy when carrying out Webjects work, particularly in relation to responsible equipment disposal and reducing unnecessary travel.

## WHAT THIS MEANS IN PRACTICE

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These are the practical commitments we make. They are deliberately proportionate to our size.

**1. Energy-efficient and, where possible, renewable-powered operations.** We work primarily from home and from energy-efficient laptops rather than power-hungry desktop hardware. We keep equipment in service for as long as it remains useful and secure, rather than replacing it unnecessarily. Where we have a genuine choice of electricity supply for our own working spaces, we favour renewable or green tariffs.

**2. Choosing reputable, energy-conscious hosting.** The largest indirect environmental impact of our work is the energy used to host the websites and applications we build. We choose established, reputable hosting providers and, where a credible option exists, we favour providers that power their data centres with renewable energy or hold recognised environmental commitments. We will not repeat unverifiable "green hosting" claims; we rely on what a provider can actually demonstrate.

**3. Responsible disposal and separation of electronic and other waste (WEEE).** Old laptops, monitors, drives, networking kit and similar items are electronic waste and are never put in general rubbish. We dispose of redundant electronic equipment responsibly — through reuse, donation, manufacturer take-back schemes, or a licensed recycler or approved treatment facility — in line with our duties under the **Waste Electrical and Electronic Equipment (WEEE) Regulations 2013** and the principles of responsible recycling. Equipment that still works is reused or passed on in preference to being scrapped. Any equipment holding data is securely wiped before disposal or reuse, in line with our data protection obligations.

As a Wales-based workplace, we also separate our recyclable waste at source as required by the **Workplace Recycling Regulations in Wales** (in force since 6 April 2024). Where our small-scale operations generate the relevant materials — paper and card, metal, plastic and cartons, glass, and small waste electrical items — we separate them for recycling rather than putting them in general waste.

**4. Reducing travel through remote working.** We are a remote-first business. We meet clients online by default and travel only when there is a clear reason to be there in person. This is the single biggest practical reduction in our footprint and it is already how we work.

**5. Paperless-first working.** We operate digitally as standard. Proposals, contracts, invoices and project documents are produced, signed and stored electronically. We print only when there is a genuine need, and avoid unnecessary printed marketing material.

**6. Weighing sustainability in supplier choices.** When selecting suppliers and tools — hosting, software, hardware and services — we treat a supplier's environmental practices as one of the factors we consider, alongside quality, security, reliability and cost. Where two options are otherwise comparable, we will favour the more sustainable one.

**7. Continual improvement.** We will review what we do at least once a year (see Monitoring and Review) and look for reasonable, affordable improvements. We do not promise large capital commitments that would be unrealistic for a company of our size; we promise steady, honest progress.

## HOW TO RAISE A CONCERN

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Anyone — a director, an associate or contractor, a client, or a supplier — who has a concern about our environmental practices, or a suggestion for improvement, should raise it with **the Director at [info@webjects.co.uk](mailto:info@webjects.co.uk)**. We welcome practical suggestions. Concerns will be considered promptly and, where a reasonable improvement is identified, acted on and reflected at the next review.

## CONSEQUENCES OF A BREACH

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Because Webjects is a very small, director-led company, "enforcement" of this policy is straightforward: the directors are accountable for living up to it.

- Where an associate or contractor disregards this policy — for example, by disposing of electronic equipment irresponsibly while working for us — we will raise it with them directly and expect it to be put right.
- Serious or repeated disregard by a contractor may affect whether we continue to work with them.
- Separately from this voluntary policy, certain environmental duties carry legal consequences in their own right. In particular, the **waste duty of care** under section 34 of the Environmental Protection Act 1990 applies to our business waste, and the **Workplace Recycling Regulations in Wales** require us to separate recyclable waste. Breaches of waste law can result in fixed penalties, enforcement action and fines. We treat lawful, responsible disposal as non-negotiable.

## MONITORING AND REVIEW

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The directors monitor this policy as part of running the business. It is reviewed at least **annually each September**, and also whenever there is a significant change — for example, a change in how or where we work, a change of hosting strategy, or a relevant change in UK environmental law.

A review checks that the commitments above still reflect what we actually do, that our claims remain honest and accurate, and that we are making reasonable progress. Material changes are approved by the Director.

Webjects is a micro company and is **below the thresholds** at which most specific environmental statutory duties apply. We adopt this policy voluntarily as good practice. The legislation and guidance most relevant to our operations are:

- **Environment Act 2021** — the framework Act setting the UK's long-term direction on environmental protection and the move towards net zero. It does not impose a written-policy requirement on a firm of our size; we use it as context. — [legislation.gov.uk/ukpga/2021/30](https://legislation.gov.uk/ukpga/2021/30)
- **Environmental Protection Act 1990, section 34 (waste duty of care)** — the statutory duty to handle, store and transfer business waste safely and lawfully, using authorised carriers and keeping the relevant transfer records. This applies to all businesses, including ours. — [legislation.gov.uk/ukpga/1990/43/section/34](https://legislation.gov.uk/ukpga/1990/43/section/34); GOV.UK *Waste Duty of Care Code of Practice* — [gov.uk/government/publications/waste-duty-of-care-code-of-practice](https://gov.uk/government/publications/waste-duty-of-care-code-of-practice)
- **Workplace Recycling Regulations in Wales** (in force 6 April 2024, under the Environment (Wales) Act 2016) — require all workplaces in Wales, including ours, to separate specified recyclable materials at source for collection. Small waste electrical and electronic equipment must be separated from 6 April 2026. Our registered office is in the Vale of Glamorgan, so these Welsh rules apply to us rather than the separate "Simpler Recycling" regime that applies in England. — GOV.WALES guidance: [gov.wales/workplace-recycling](https://gov.wales/workplace-recycling)
- **Waste Electrical and Electronic Equipment (WEEE) Regulations 2013** — govern the handling, treatment and recycling of electrical and electronic equipment. Webjects buys equipment for its own business use; we do not manufacture, import or place EEE on the UK market, so we are not a "producer" with registration or reporting duties under these Regulations. Our practical commitment is to dispose of our own redundant equipment responsibly through reuse, take-back or licensed recycling. — GOV.UK guidance: [gov.uk/guidance/regulations-waste-electrical-and-electronic-equipment](https://gov.uk/guidance/regulations-waste-electrical-and-electronic-equipment)
- **ISO 14001** — the international standard for environmental management systems. Webjects is **not certified** to ISO 14001; we use its core principles (commitment, proportionate objectives, and continual improvement) to shape this policy.

The relevant UK regulators are the **Environment Agency** (England), **Natural Resources Wales** (Wales), and local authorities for certain waste functions. Given our registered office in the Vale of Glamorgan, **Natural Resources Wales** is our primary environmental regulator.

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