

## Plymouth Yacht Haven – Environmental Commitment Statement – 2014

Our environmental approach is based upon the BMF Environmental Code of Practice, the BMF Five Steps, and considers recommendations made by the Extended Carbon Survey Assessment of Energy Saving Opportunities carried out at the site by the Carbon Trust on 11/06/2010 and by the British Marine Federation and Royal Yachting Association's Green Blue Environmental Audit carried out on site on 26/08/2011.

### 1. Resource Efficiency & Carbon Reduction Commitment

*Prudent use of energy and water, and reduction of waste production*

#### **a) Water conservation**

- Taps at handbasins have flow restrictors to minimise water usage and prevent taps left running.
- The ballcocks on most toilets have been adjusted to use less water on flushing, and a cistern replacement device is installed in the remainder.
- Water readings are taken weekly so any water loss may be identified.
- The washdown area uses a pressure washer with trigger mechanism so no water wasted.
- All water supplies onto the marina have double-check valves both at the individual taps and also at the main stop-cocks, to ensure that water cannot be siphoned back into the mains water system.

#### **b) Electricity & Gas usage**

- Radiators are controlled as much as possible using thermostats and timing controls.
- All staff are encouraged to switch off PC monitors and lights overnight and when not in use
- Electricity supplies to boats and tenants are metered, which maintains an awareness of usage for every user and keeps usage to a minimum.
- Heating systems are maintained annually for maximum efficiency.
- Temperature and thermostat settings are set between the recommended 19-23 degrees.
- Hot water thermostats in the showers are set at temperatures in line with H&S recommendations – not too hot to scald but hot enough to avoid legionnaires disease.
- Most doors have automatic closing mechanisms which retains ambient temperatures
- Most desks are located near windows to benefit from natural light and ventilation, and windows and light fittings are cleaned regularly.
- Extractor fans in showers/toilets are either connected to lighting system or set on a timer and so do not run unnecessarily.
- The marina building is modern and well insulated, and windows are double glazed to prevent heat loss.
- Low wattage light bulbs (8 watt) are used on the pontoons.
- Future plans include the addition of improved lighting systems to higher efficacy types.

**c) Paper usage**

- Office paper usage is minimised by electronic communication. Paper is used both sides before recycling.

**2. Disposal of Waste Materials**

*Encourage recycling and minimise waste to landfill*

The marina provides adequate general waste skips for berth holders and tenants and recycling facilities in a dedicated compound with clear labelling for:

- Cardboard
- Paper
- Glass
- Cans
- Plastic
- Batteries
- Flares (ask a staff member)
- Oil
- Oily rags
- Oil filters
- Oil-based paints
- Scrap metal (ask a staff member)

Office toner cartridges are returned to supplier using a recycling scheme whenever possible.

Office paper is reused as scrap before being recycled.

Wood waste is often saved and reused.

Both office and yard staff are proactive about reusing materials before disposing of them.

**3. Management of oil and fuel**

*Responsible handling of diesel fuel and oil throughout the site*

- There are 2 x 10,000 litre plastic tanks holding diesel fuel situated to the rear of the washdown area, away from traffic and public access.
  - These were installed in 2002 and are situated approximately 100 metres from the shore.
  - There is a bund around the storage tanks large enough to contain 110% of the maximum volume of the tanks, and which is impermeable to water and oil and does not have any drainage valves. It is pumped clear of rainwater on a regular basis.
  - The main valves, filters and gauges are contained within the bund, where the diesel can be isolated.
  - All pipework is securely protected within ducting running underground or underwater. The ends of the pipework are checked regularly.
- Notice on safe dispensing of fuel and how to avoid spillages is displayed at the fuel berth.

- Dispensing fuel:
  - Trigger delivery nozzles are used with automatic cut-off on release.
  - Nozzles are handed to boat owners pointing upwards, and with absorbent paper.
  - Bins for the disposal of the oily paper are situated on the fuel berth and are emptied into the “Oily Rags” bin in our waste disposal compound.
  - A separate refuelling berth is used.
  - When filling portable containers, they are placed in a drip tray on the fuel berth to ensure no spillage occurs.
  - Equipment for dealing with spills (boom & absorbents) is at hand on the fuel berth and further boom sections are available in our Havenmaster store.
  - An absorbent boom has been placed at the fuel berth as a permanent fixture to collect any spillages that may occur.
  
- Guidelines on what to do in the event of a fuel spill are included in our Emergency Manual and in a notice situated at the fuel berth.

#### 4. Control Of Substances Hazardous to Health

- A detailed COSHH audit is carried out annually and records are kept in the marina office.
- All visiting boats must declare if they have been outside of the EU, and if so, we provide a designated bin for the disposal of their food waste, which is then taken by special collection by Viridor. Instructions for staff procedures are displayed in the marina office (kitchen).

#### 5. Conserve the boating environment

##### *Maintaining a clean-water environment for all marina users*

- Any occasional debris is promptly cleared from the water and disposed of using the appropriate recycling & waste disposal facilities.
- The washdown area has an interceptor - a filtered drainage system to catch antifouling scrapings etc. Waste that does not pass through the filter is trapped in a tank which is pumped out and disposed of by a licensed contractor.
- If ashore, boats must lay down plastic sheeting to catch antifouling and paint scrapings which must then be disposed of using the facilities for paint disposal provided.
- Toilet facilities are provided to all marina users and boat owners may not discharge waste from their boats into the marina.
- An on-water pump out facility is provided for boats wishing to discharge waste from holding tanks, which feeds directly into the mains sewage system with no risk of contamination into the marina. Disposal of chemical toilet waste can be arranged on request.
- Discharge of bilges is not permitted within the marina basin.
- Cleaning of algae from pontoons and slipways is done by pressure washer, tractor with brush, and water – no chemicals or detergents used.

- Swimming is not permitted within the marina

#### 6. Choice of building materials

In 2008 and 2009 the marina replaced over 700 metres of pontoon, and chose to use Govaplast plastic decking manufactured from 100% recycled high quality plastic residue mainly from the nutrition and packaging industry, which can also be recycled after use.

#### 7. Communication with customers

Yacht Havens works with the RYA and Green Blue to promote environmental awareness to boat owners, in the following ways:

- Distribution of annually published Handbook to all berth holders and visitors which includes a double page on environmental best practice.
- Company rules published on every berthing contract.
- Green Blue leaflets in all visitor packs.
- This policy is published on our website and accessible to all.
- Clear signage directing customers to use separate appropriate disposal facilities for their waste.

Customer feedback is important to us, and many of the recycling facilities available were provided over the last few years following customer request.

In August 2009, our annual questionnaire asked for feedback on the marina's waste disposal facilities and also on our level of environmental responsibility. The results were as follows:

- Waste disposal facilities: 76% good/excellent, 21% adequate, 3% poor
- Environmental responsibility: 79% good/excellent, 18% adequate, 3% poor

As a result of continued annual feedback, steps have been taken every year and in March 2014, our waste disposal facilities were graded by customers to be 93% good/excellent, 7% adequate and 0% poor.

#### 8. Continuing Commitment

- Annual environmental audits to be carried out to review current practice, compliance and to identify improvements that can be made.