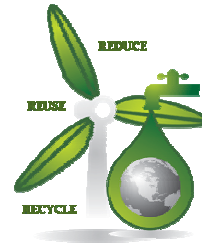


***Sustainability measures currently undertaken.***

This is a live document that is to be reviewed at all hotel health & safety meetings under the title of sustainability. The list of measures will grow as we achieve further items on our Sustainability Action Plan and increase the efficiency of resource use and decrease harmful waste.



**To minimise our use of energy, water and materials we:**

- Use energy saving lamps in all 24-hour areas that are not dimmer controlled.
- Have key tag switches in 75 of our guestrooms.
- Encourage staff to utilise energy efficiently (example switch off lights when not in office).
- Have installed water saving devices throughout the hotel.
- Have installed water flow reducers in all guestrooms.
- Encourage guests to re-use towels in order to use less water and reduce detergents.
- Fixed metal fish to stormwater grates.

**To minimise our waste and to reduce, reuse and recycle the resources consumed by our hotel we:**

- Provide reusable cloth hand towels instead of disposable hand towels.
- Utilise circulation slips for magazines or memos within the hotel.
- Provide a Glass and Plastic bottle-recycling program.
- Reuse paper where appropriate within each department.
- Recycle all telephone books.
- Provide a Paper recycling programme.
- Recycle cardboard.
- Refillable spray bottles for cleaning guestrooms & public areas.
- Use mercury free batteries in the majority of equipment.

**To reduce our pollution to a minimum we:**

- Use fire extinguishers that are not CFC based.
- We ensure that all hazardous waste is disposed of safely.
- We use water-based paints as much as possible.
- Ensure all refrigeration equipment has ozone friendly refrigerant

**To green the exterior and interior of the hotel using native species wherever practical we:**

- Use live plants within the hotel wherever practical.
- Provide native planting around the hotel

**To work more closely in partnership with our suppliers and community we:**

- Have our suppliers deliver as many items as possible in reusable plastic crates (e.g. milk vegetables, fruit & bread)
- We encourage suppliers to deliver the largest possible size of containers to cut down on wastage where possible.

**To provide all employees with training and resources to meet our targets we:**

- Have posters around the back of house areas to educate our staff.
- Discuss during initial orientation period the sustainable practices utilised in the Hotel.

**To monitor and review our performance against targets we will:**

- Cover environmental issues in our monthly H & S Meetings
- Quarterly review the Sustainability Action Plan at Head of Department meetings.