

Carbon Reduction Plan

Speller Metcalfe - Malvern

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Commitment to achieving Net Zero

Speller Metcalfe is committed to achieving Net Zero emissions by 2035, ahead of the 2050 requirement.

Baseline Emissions Footprint

Baseline emissions are a record of the greenhouse gases that have been produced in the past and were produced prior to the introduction of any strategies to reduce emissions. Baseline emissions are the reference point against which emissions reduction can be measured.

Baseline Year: April 2019 – March 2020

Additional Details relating to the Baseline Emissions calculations.

Speller Metcalfe are to utilise the financial year April 2019 to March 2020 as its baseline carbon reporting year.

The company is organised into divisions including; Holding, Malvern Construction (including Wolverhampton), Small Works and Living. Two of these divisions, Malvern and Living meet the requirements and are considered 'in-scope' organisations as they will deliver projects of greater value than £5 million via central government frameworks.

This report details Speller Metcalfe's **Malvern's** CRP, however improvement and CO2 reduction measures will not be constrained to this divisions alone.

The baseline figures are organised into Scope 1 Emissions; emissions directly from operations that are owned or controlled by Speller Metcalfe. Scope 2 Emissions which are indirect emissions from the generation of purchased or acquired electricity, steam, heating or cooling of Speller Metcalfe, for example utility usage and Scope 3, all indirect emissions that occur in the value or supply chain.

Baseline year emissions:

Speller Metcalfe reported Carbon information within the Streamline Energy Carbon Reporting Framework in June 2020 for the period April to September 2019. These figures have been used

to calculate usage over 12 months with a 15% uplift for items to include effects of winter on heating usage.

Malvern EMISSIONS	TOTAL (tCO₂e)
Scope 1	720.27 Electricity; 148.44 Fuel use on site; 421.80 Water; 2.58 Transport Fuel; 147.45
Scope 2	129.45 Purchased electricity; 129.45
Scope 3 (Included Sources)	210.50 Private or hired vehicles who's use was for business; 210.50
Total Emissions	1,060.23

Current Emissions Reporting

Reporting Year: April 2020 to March 2021	
Malvern EMISSIONS	TOTAL (tCO₂e)
Scope 1	462.212 123,450 L of Fuel used on site = 329.61Tonnes CO ² e 49,663 L of fuel used for business travel such as company cars and vans = 132.60 Tonnes CO ² e
Scope 2	199.263 767,895 kWh site electricity consumption = 196.27 Tonnes CO ² e 8,689 m ³ site based water consumption = 2.98 Tonnes CO ² e
Scope 3 (Included Sources)	193.177 72,351 L of fuel from personal cars driven for business purposes

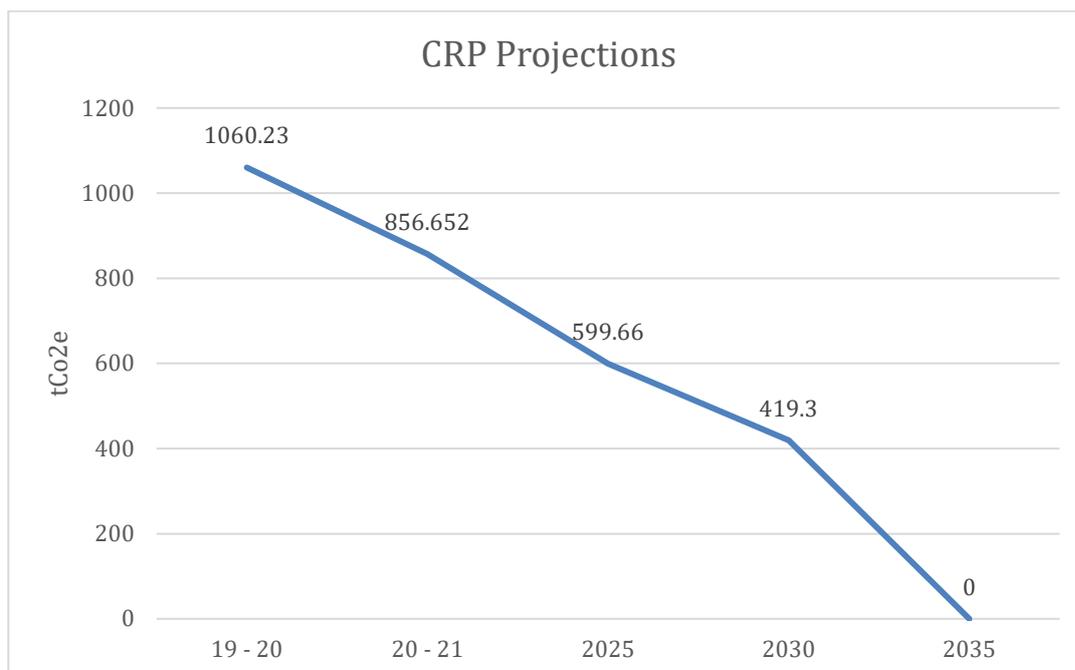
Total Emissions	854.652
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Emissions reduction targets

In order to continue our progress to achieving Net Zero, Speller Metcalfe have adopted the following ambitious carbon reduction targets.

We project that carbon emissions will decrease to circa 599 tCO₂e by 2025. This is a reduction of an estimated 30% - ahead of our Net Zero Carbon target of 2035. The business will remain committed to 5 yearly reductions of 30% going forward

Progress against these targets can be seen in the graph below:



Carbon Reduction Projects

Completed Carbon Reduction Initiatives

The following environmental management measures and projects have been completed or implemented since the 2019 baseline. The carbon emission reduction achieved by these schemes equate to 203.58 tCO₂e.

Historic and complete Carbon Reduction Measures

ISO14001 Environmental Management system

Since 2014, Speller Metcalfe has adopted and worked within a UKAS accredited ISO14001 Environmental Management System to enable assessment and operation of the Group's environmental requirements. This system promotes professional management which has benefits for CO₂ reduction.

Carbon & Sustainable Development Policy

We take a pragmatic approach to reviewing our Carbon and Sustainable Development Policy, initially developed in line with the national targets set in the UK Climate Change Act 2008, to reduce the UK's carbon footprint by 80% from 1990 levels, by 2050. As such, reduction of greenhouse gases (GHGs) at source has become the focus of our company sustainability strategy, facilitated through the monitoring of carbon emissions resulting from: employee business travel, commercial vehicles, and plant fuel and office energy usage. Furthermore, we have worked with our clients and associate supply chain to reduce their energy use and emission output.

Material Sourcing Policy

We work in line with our Material Sourcing Policy to increase the procurement of sustainably produced construction materials with associated reduce embodied carbon in the construction lifestyle. This is achieved through continual use of 'The Green Guide Specification' to reference materials with: high recycled content, low-carbon odours, non-toxic, low global warming potential refrigerants and low-carbon concrete mixes. We operate a company-wide programme to coordinate reuse of materials on other projects where the material is no longer required, thus reducing waste and further unessential purchasing. Timber products are procured from sustainable sources, with certificated of authenticity (i.e., FSC/PEFC), and we prioritise suppliers who have ISO 14001 environmental accreditation. Furthermore, we limit the buying of materials with high Volatile Organic Compounds (VOCs), such as flooring adhesive and glues, and ensure use of insulation with a Global Warming Potential of less than 5, where specification allows.

Site Won Material Re-use

In line with the CL:AIRE definition of waste Code of Practice, on viable projects where material is proven not to present a risk to human health or the environment, Material Management Plans are implemented to maintain material on site. This will reduce offsite disposal and associated transportation as well as virgin material use and associated transportation.

Company Behavioural Changes

We have systematically adapted our company working attitudes and behaviour to allow for a more sustainable working pattern in line with reducing our energy usage as a company.

These adjustments include;

- reducing our business travel, facilitated through virtual communication;
- flexible working, such as remote working from home, has been encouraged to increase business productivity whilst reducing emissions arising from commuting.
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Company Vehicle Review

We have progressively undertaken an internal transport review in conjunction with the Energy Saving Trust, in order to assess where alternative fleet transport (hybrid and electric vehicles) can be effectively utilised to reduce our energy consumption, fossil fuel output and GHG emissions from business vehicles. Our company car scheme now includes exclusively hybrid and electric vehicles – all new employees joining the company are eligible to join the scheme and existing employees can switch now or will move to the hybrid/electric scheme once their existing leases expire. Electric car charging points have been installed in our Central office to encourage Hybrid and Electric Vehicle charging.

Construction site welfare arrangements

On our construction projects, we have ensured the hire of eco-cabins since 2014, for site offices, sub-contractor offices and welfare facilities, which allow for a CO2 saving of 20-30% compared to normal construction cabins. This is facilitated through Passive Infrared Sensors (PIR) for lighting, heating with timers, fully insulated floors/ceilings/walls, double-glazed windows to reduce energy escape, non-concussive aerated taps to minimize water usage and waterless technologies where possible. During the very initial phases of a project, many site cabin set-ups are reliant on fuel generators due to the nature and/or location of many construction projects. We take great efforts to ensure these set-ups are established and connected to mains power as soon as possible, as this results in a lower carbon factor/input than diesel.

Sustainable Construction

Sustainability has remained at the forefront of Speller Metcalfe's company values and ethos since our very beginnings and we continue to demonstrate an industry-leading and award-winning approach towards sustainable construction and to protecting the environment. Speller Metcalfe has vast experience in working to BREEAM, Passivhaus standards and the historic Code for Sustainable Homes (CSH) standard, to support the continual sustainable assessment and certification across the built environment lifecycle. This is demonstrated by a significant portfolio of projects that have met or exceeded these standards, including the highest rated BREEAM 'Outstanding' project in the world.

Future Carbon Reduction Projects

Speller Metcalfe have realised carbon reduction benefits since the aforementioned base line year by undertaking the historic carbon reduction measures noted above. These will continue to be promoted, expanded, and driven forward, but to enable increased benefits at a faster rate of change, further actions are required as detailed below:

Carbon Offsetting

Further to energy efficient actions stated, we are developing strategies to offset our 'unavoidable' carbon expenditure in the principled UK approach. Measures we are trialling and considering include; tree planting, creation of wild flower beds and flower planters made from recycled timber pallets, introduction of pollinator species such as honeybees (beehive) on site to pollinate and diversify urban flora, ensuring bicycle storage on site to encourage cycling to work, as well as supporting the 'Cycle to Work Scheme' and providing bicycles on site for operatives to cycle to local shops, instead of driving vehicles.

We are also seeking a partnership approach with the Woodland Trust via their corporate industry management system.

Areas of Operation 'ReFocus'

Throughout the financial period of 2020 to 2021, we have undertaken a business 'ReFocus' activity, during which we have fine-tuned the geographical area in which we agree upon project contracts to minimise the distance our direct employees and sub-contractors travel and commute for business needs.

Labour and Material Sourcing

We endeavour to procure both labour and material resources as locally to each of our sites as possible, in accordance with the local pound multiplier effect. In 2020, 61% of all orders

were placed within 30 miles of site with 84% falling within 50 miles. This figure has been adjusted so that our target going forward is to source 80% of labour and materials within 30 miles of a project by 2026. This helps to reduce our carbon impact by limiting scope 1 & 2 travel emissions.

Green Energy Procurement

At our office headquarters, we have demonstrated a commitment to supporting renewable energy to lower our carbon output as an organisation through the installation and running of PV (solar) panels. Between the period of 28 February 2019 - 29 August 2019, the solar panel produced an energy generation of 10,986 kWh and we are committed to increasing this contribution by 25% over the next 10 years

Our three offices are committed to sourcing electricity from green providers, generating electricity from 100% renewable energy by 2026. This will be achieved through responsible sourcing and preferred procurement with feasibility studies completed to ensure that any options considered give a sustainable long term carbon reduction.

Speller Metcalfe also aim to complete a PV feasibility study to understand if our Living office, which is now owned by the company can usefully accommodate PV solar panels to further increase green energy generation.

Electric and Hybrid Vehicles

Following the above-mentioned company vehicle review, we will no longer offer fossil fuel powered company vehicles from April 2021, instead providing a choice of hybrid and Electric vehicles.

In Q3 2021, Speller Metcalfe utilised the following; 36 Company diesel Vans, 13 Company diesel cars, 14 Company Hybrid Cars & 4 Company electric vehicles. Our system will enable the migration to 100% electric or hybrid company vehicles by 2030 with at least 70% inclusion by 2026. This will offer clear reductions in GHG emissions.

Recycled material preference

In line with the CL:AIRE definition of waste Code of Practice and the WRAP protocol, viable site worn material will be preferably reused following appropriate conversion and processing. This will further reduce offsite disposal and associated transportation as well as virgin material use and associated transportation. Recycled products which meet the design brief will further be a preferred option with an aim to increase this quantity on a case-by-case basis.

Enforcement of virtual meeting principles

Where collaboration and progress can be maintained through virtual meetings, Speller Metcalfe will insist upon use of technology i.e. MS Teams, rather than physical attendance to limit fuel miles.

Responsible material sourcing

We will source 100% steel and timber through responsible material supplies, compliant with FSC and PEFC timber regulations, Sustainability Charter to Gold Standard (BCSA). This will

ensure sustainably sourced material will be utilised by our supply chain allowing replantation of trees and steel production in line with sustainable principles.

Sustainability Charter

The company will approve a SHEQ Team devised sustainability charter supported by the board of Directors by December 2021. This will demonstrate and require commitment to sustainability at all levels of the organisation. This charter will have carbon reduction specific requirements and will be available for all employees to aid carbon impact reduction both in and out of work.

Site Welfare Electric preference

A small number of isolated projects require the use of diesel generators to provide welfare provision, however it is Speller Metcalfe's intention to reduce the number of diesel generator provided welfare to less than 15% of live projects by 2026, preferring mains connected supply to allow the benefits of collective energy production and supply.

Carbon reduction training

We are committed to providing carbon reduction training to 75% of our leadership team by 2026. This will include internal training provided our in-house Environmental Team, and Carbon Literacy training that will be delivered by an external organisation in the interim. The company will look into getting internal Environmental Team members trained to become Carbon Literacy Trainers and the potential of becoming a Carbon Literacy Training Organisation to offer this accreditation in-house and tailored specifically to the organisation.

Product repurposing and recycling

We will continue to promote the reuse principle of common site items to prevent landfill and disposal. This will include reuse of items such as fire extinguishers (subject to testing) and fencing. In addition, with items such as stationery and office supplies, we it will be considered whether items times can be recycled in-house, or donated to local charities/schools.

Sustainability support guide

Speller Metcalfe's SHEQ department are committed to providing a sustainability support guide with specific carbon reduction measures including; low-carbon lunch, car share opportunities, material sharing, bitesize guides, appropriate app support, upcycle opportunities and volunteering opportunities. A digital guide will be distributed across the business to promote engagement and will be updated regularly.

Low Carbon Travel Days

We will target appropriate days to promote low card transport days. Employees will be supported to commute to work in a low carbon fashion and SML will record all low carbon miles, for example walking, public transport use and cycling. This will occur from January 2022 and suggest the following initial dates; 22 April Earth day, 5 August Cycle to work day

and 6 June, day after world environment day, Earth Overshoot Day and Zero Emissions Day.

Declaration and Sign Off

This Carbon Reduction Plan has been completed in accordance with PPN 06/21 and associated guidance and reporting standard for Carbon Reduction Plans.

Emissions have been reported and recorded in accordance with the published reporting standard for Carbon Reduction Plans and the GHG Reporting Protocol corporate standard¹ and uses the appropriate Government emission conversion factors for greenhouse gas company reporting².

Scope 1 and Scope 2 emissions have been reported in accordance with SECR requirements, and the required subset of Scope 3 emissions have been reported in accordance with the published reporting standard for Carbon Reduction Plans and the Corporate Value Chain (Scope 3) Standard³.

This Carbon Reduction Plan has been reviewed and signed off by the board of directors (or equivalent management body).

Signed on behalf of the Supplier:



Adrian Speller, Technical Director

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Date: 30th September 2021

¹ <https://ghgprotocol.org/corporate-standard>

² <https://www.gov.uk/government/collections/government-conversion-factors-for-company-reporting>

³ <https://ghgprotocol.org/standards/scope-3-standard>