

# Sustainability Policy.

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As a RIBA Chartered Practice we are committed to a cycle of continual improvement in environmental performance. We are signatories to the Science Based Carbon Initiative & Architects Declare.

## **Mission**

We are committed to providing a high quality service in a manner that provides a safe and healthy workplace for our employees and visitors, whilst minimising our potential impact on the environment. We measure and record our carbon footprint annually with a target of becoming Net Zero by 2050.

We are committed to promoting sustainability, protecting the environment and creating a prosperous world for future generations. Promoting a broader sustainability agenda is integral to our professional activities and our management. We aim to lead by example by following good sustainability practices, reducing the direct environmental impacts of all our activities, advancing our positive contributions to the planet and our society, and helping our clients and partners to do the same.

As our industry moves towards net zero, we will support it within our own day-to-day management and operations. We want to support the direct transition to a low-carbon economy.

## **Principles**

In order to fulfil our mission, this Sustainability Policy is based on the following principles:

- To make data-led decisions to reduce our operational footprint whenever possible and set science-based targets that we are committed to reaching.

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- To minimise the impact on the planet of all day-to-day activities including responses, wider travel, purchasing, working practices, and disposal.
- To integrate sustainability considerations into all our business decisions.
- To help our employees to engage with and implement our sustainability initiatives.
- To engage with clients and suppliers to help them to adopt their own sustainability practices.
- To review, annually report on, and continually strive to improve our sustainability performance.
- To conduct our sustainability efforts with complete transparency.

## **Practice**

To put our principles into practice we will do the following:

- Incorporate sustainable thinking into management meetings.
- Use a third-party company to annually audit and report our carbon footprint and review our performance against predefined metrics.
- To offset unavoidable emissions and operate as a carbon-neutral company.

Our actions will support our net-zero goals directly by implementing the following steps:

- For all of our operations we will continue to target emission hotspots to reduce emission intensive components of our business as quickly as possible.

## **Policy & Guidance**

To help us to achieve our mission we have defined and implemented the following policies and guidance:

- Sustainable Travel Policy
- Environmentally Preferred Procurement Policy

Additionally, we recognise that that the products of our designs can have far more environmental impact than our own operations. We are committed to exercising our professional skills to minimise the environmental impact of our work as much as possible within the instructions we receive from our clients. Therefore, we have also developed the following design and specification guidance:

- LOM Sustainability Design Guide
- LOM Guide to Sustainable and Ethical material specification

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### **Our workplace:**

For our employees, we will:

- Support and educate employees to ensure they have the skills and knowledge to reduce their personal impact inside and outside of the workplace.
- This will include helping them to reduce their commute and working from home impact.

For our travel policy, we will:

- If viable, use video-conferencing as an alternative to face-to-face meetings.
- Prioritise train travel for long-distance travel, and if European travel is required, we will consider whether train travel is a viable option.
- Refer to the Sustainable Travel Policy for more in depth information and guidance.

In our office we will:

- Minimise our use of paper and other office consumables.
- As far as possible arrange for the reuse or recycling of office waste, including paper, and e-Waste (computer supplies and redundant equipment).
- Reduce the energy consumption of office equipment by purchasing energy-efficient equipment.

Through our supply chain we will:

- Challenge and encourage companies, clients, and partners we work with to join us in committing to an environmentally responsible future.
- Use an Environmentally Preferred Procurement strategy for purchasing decisions.

In our facilities we will:

- Seek to procure 100% low-carbon power for our facilities.
- Aim for zero emissions from direct combustion of fuels.
- Keep up to date with our leasor's Sustainability Policy, and challenge, wherever we believe, is necessary.

### **Key Carbon Performance Indicators (KCPIs)**

Each year we track our performance through KCPIs, which contribute to an overall emission reduction target. During initial growth, the main KCPI will be our tCO<sub>2</sub>e/employee value. We will strive to keep this as close to current limits as possible.

This document will support our Net Zero Reduction Plan and be managed within the Virtual Sustainability Officer®.

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**Our designs:**

The products of our designs will have far more environmental impact than our own operations. We are committed to exercising our professional skills to minimise the environmental impact of our work as much as possible within the instructions we receive from our clients.

**We are committed to:**

- Raise the awareness of clients about sustainability and environmental protection, and help the members of the design team to develop a shared vision of environmental aspirations
- Encourage building projects to be supported by a travel plan that promotes sustainable travel choices through public transport and cycling provision
- Assess sites for their ecological value and microclimate, and ensure buildings make best use of the natural features of the site including sun, wind and landscape
- Ascertain the potential for local power generation from renewable energy sources locally or on site
- Ensure that biodiversity is protected or enhanced
- Make best use of orientation and shape to reduce the need for artificial forms of conditioning
- Operate a 'right-first-time' culture (through our quality management system) for our production information in order to avoid wasteful site reworking
- Minimise the use of construction materials, and specify materials and components with the optimum balance between environmental impact and performance in use
- Ensure that building services are inherently efficient and controllable, and that metering encourages monitoring and management of resource use
- Ensure that buildings are commissioned fully before handover, and that full operating manuals are provided
- Support clients in the first few months of operation by providing on-site training and advice to ensure that systems are finetuned and operate in accordance with the design intent