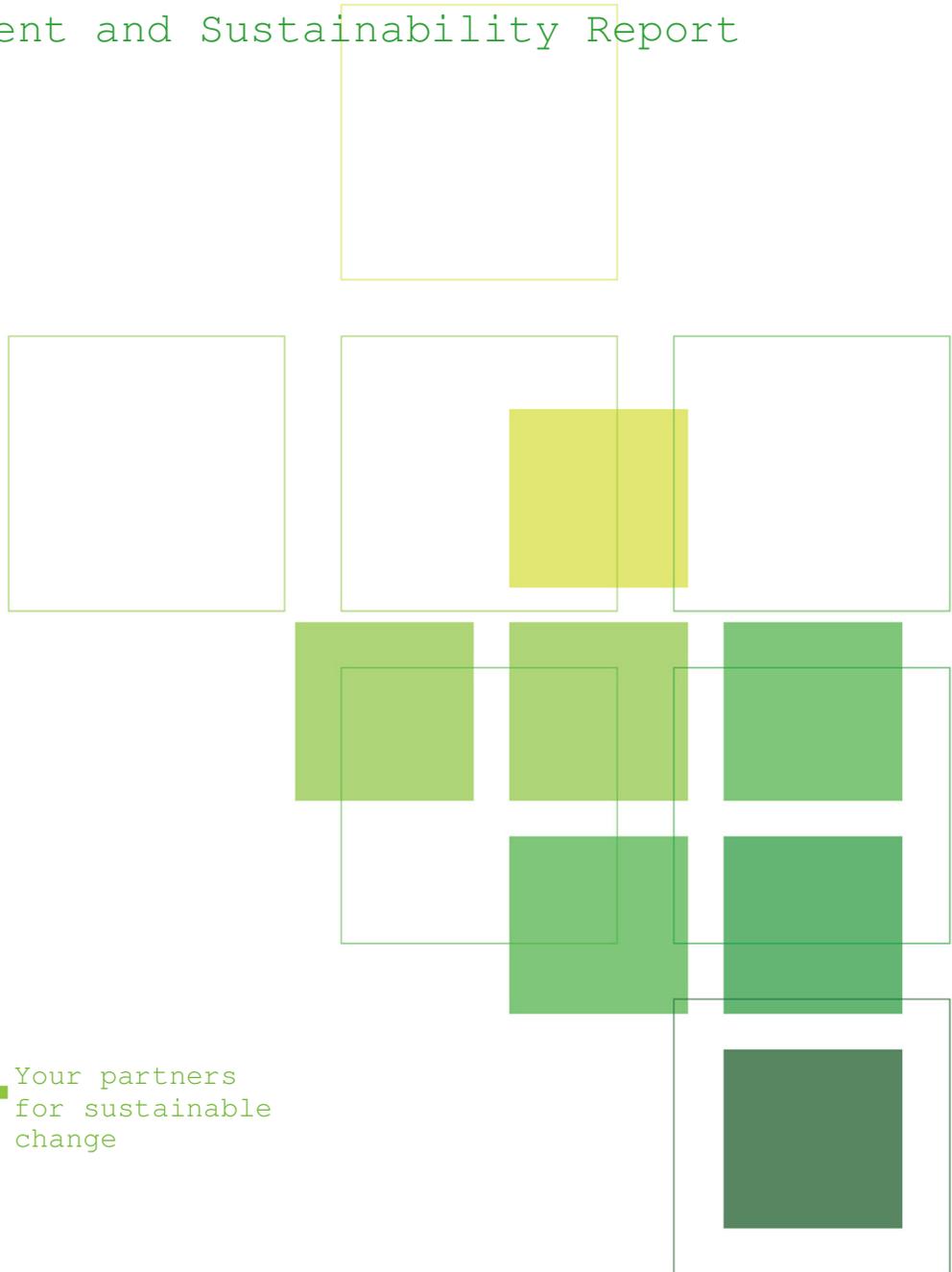


Adapting to change

Environment and Sustainability Report
2014/15



Welcome

2014/15 was a different year for us as we brought in two full time employees to deliver a major piece of action research.



Our Shared Resource Efficiency Manager project (www.eandsp.co.uk/SREM) will run until March 2016 and requires significant travel to be undertaken by our two new employees.

This 2014/15 report reflects the impacts of significant growth, and in particular the impact of travel associated with the SREM project.

However, we are pleased to say that we remain confident that the indicators we are using are a true reflection of the impact of our business and believe we are “doing our bit” on sustainability effectively.

We hope you think so too.

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1 Our business

EandSP (The Environment and Sustainability Partnership Ltd) has now been trading for over 4 years, having started up in May 2011.

Up to the end of March 2015 we have secured contracts to a value exceeding £608,000, with £429,000 invoiced to date, leaving us in a strong position for going forward into 2015/16.

Key projects delivered or underway in the reporting period April 2014 to end March 2015 include:

Re-use Alliance of Wales Interim co-ordinator

In association with Richard Thomas of Ecocheck we are leading the development of a Re-use Alliance of Wales on behalf of WRAP Cymru, who has been tasked by Welsh Government to deliver re-use and repair sector support as part of the requirement set out in Article 11 of the revised Waste Framework Directive. The Interim Co-ordinator role will continue until end September 2015. Further details are available at www.eandsp.co.uk/reusealliance.

Food redistribution mapping and pilot

We are carrying out a study to map the surplus food redistribution and use activity across Wales. Data is being gathered through desk research, telephone, on-line and face to face survey activity. [Click here for further information on surplus food redistribution](#). In addition, we are managing and facilitating the delivery of a “back of store” pilot in surplus food redistribution and use from a Cardiff store of an identified UK retailer.

Shared Resource Efficiency Managers

With Defra funding we are leading a project to pilot a Shared Resource Efficiency Manager (SREM) model of direct support to SMEs. The core model is one where an individual is shared among a cluster of SMEs in the same sector or along a supply chain. The project is being delivered in partnership with Bangor University, EEF (the manufacturers' organisation) and Rolls Royce plc. The project will run until 2016. Further details are available at www.eandsp.co.uk/SREM.

1.1 Our commitments

We believe in doing the right thing as well as doing things right. Therefore, from the beginning, we have been committed to practicing what we preach.



Our policies and commitments are available for all our stakeholders to view via our [website](#).

Our vision is for sustainability to be embedded into everything we do and to influence the actions of our clients to create a sustainable future.

We are committed to:

1. Embedding sustainability and environmental best practice at the heart of everything that we do.
2. Ensuring the commitment of our people and associates by providing the right working environment, appropriate resources, and effective management and training.
3. Meeting or where possible exceeding relevant environmental legislation, regulation or management standards.
4. Working in partnership with our clients to achieve sustainable solutions appropriate to each organisation.
5. Limiting our environmental impacts by assessing our everyday activities.
6. Working with our supply chain and other third parties to limit our direct and indirect environmental impacts and promote the positive environmental benefits.
7. Ensuring continuous improvements through the setting, monitoring and reporting of objectives and targets.

1.2 Our performance reporting

All our staff are home workers, and as such the most significant impact of our activities continues to be travel related and this is the focus of our reporting. This report covers the period April 2014 to end March 2015.

2 Our travel impacts

Every month we monitor the mode of travel and distance travelled. We calculate the environmental impact in terms of CO₂e and compare with the impact of using a single occupancy car for all travel.

The targets defined in our 2013/14 report for 2014/15 were as given below:

Table 1: Performance indicators for 2014/15

	2012/13	2013/14	2014/15 target
Sustainable Travel - Non project			
Travel other than single occupancy car	62%	67%	70%
Travel mileage by car	47%	35%	45%
kgCO ₂ e per mile travelled ¹	0.18	0.15	0.18
Sustainable Travel -Project			
Travel other than single occupancy car	62%	64%	60%
Travel mileage by car	47%	31%	50%
kgCO ₂ e per mile travelled ³	0.24	0.15	0.24
Miles travelled per £1000 invoiced turnover	154	101	200
Sustainable Travel - General			
Miles travelled	7,511	12,151	monitor
Reduction in emissions over car travel	33%	56%	35%
Avoided KgCO ₂ e ²	n/a	1,400	monitor

Our performance in relation to these targets is given in Table 2.

¹ Using 2013 conversion factors

² Through use of communication media to avoid the need to travel

Table 2: 2014/15 Performance comparison

	2014/15 target	2014/15
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Sustainable Travel - Non project		
Travel other than single occupancy car	70%	57%
Travel mileage by car	45%	46%
kgCO ₂ e per mile travelled ³	0.18	0.17
Sustainable Travel -Project		
Travel other than single occupancy car	60%	47%
Travel mileage by car	50%	64%
kgCO ₂ e per mile travelled	0.24	0.22
Miles travelled per £1,000 invoiced turnover	200	103
Sustainable Travel - General		
Miles travelled	monitor	23,938
Reduction in emissions over single occupancy car travel	35%	28%
Avoided kgCO ₂ e	monitor	7,920

This year the results are dominated by the travel undertaken by our two employees delivering the SREM roles as part of our Defra funded research project. The greater than anticipated geographical spread of businesses involved in the project and lack of cost effective public transport options has resulted in 94% of the 14,920 miles of travel by the SREMs necessitating single occupancy car usage. Despite this we have achieved our target in terms of kgCO₂e per mile travelled.

...0.22
 kgCO₂e per mile travelled

This has been achieved by EandSP staff actively seeking to use the train for long journeys where practicable. Train travel accounted for 53 project related journeys and a distance of 5,952 miles.

³ Using 2014/15 conversion factors

... **48.5%**

lower miles travelled per
£1,000 invoiced turnover
target

Against this backdrop, the table also shows that miles travelled per £1,000 of turnover is almost half of the target. The value is on par with the figures for 2013/14 and indicate that even in a period of growth we are consistent in our performance.

Following on from our initial investigations in 2013/14 we have actively monitored the travel avoided through use of teleconferencing and online video networking. We reduced our need to travel by 35,877 miles. Using our average project kgCO₂e per mile travelled value of 0.22 we avoided contributing to emissions by at least 7,920 kgCO₂e.

... **35,877**

avoided miles

... **7,920**

kgCO₂e avoided

... **5,244**

kgCO₂e to travel 23,938
miles

Using conversion factors taken from Defra/DECC's GHG conversion factors for company reporting for 2014⁴, our carbon emissions relating to travel was 5,244 kgCO₂e, significantly higher than previous years due to major increases in miles travelled.

If all the journeys we undertook had been a single occupancy average car, our emissions would have been 7,301 kgCO₂e. Through using alternative modes of transport where practicable our emissions have been 28% better than adopting a single occupancy car travel approach for all journeys.

... **28%**

lower emissions than single
occupancy car travel

⁴ <http://www.ukconversionfactorscarbonsmart.co.uk/>

As part of our on-going commitment to limiting our environmental impact we are members of [City Car Club](#). Although we aim to use public transport wherever practicable, there are times when nothing but a car will do. Using City Car Club for long journeys provides us with access to new, modern and low-emissions cars that is also financially beneficial to the business. On average City Cars emit 37% less CO₂ than those they replace.



2.1 Our commitment to 1% for the Planet

We have made a commitment to contributing 1% of our staff turnover to support sustainable development related activities locally or globally. We have accumulated a pot of unspent funds of £2,350. We are currently discussing the effective use of these funds with a local partner.

3 Goals and performance indicators

In line with our historical goals, the key environmental goal for 2014/15 was to adopt practices that would continue to limit our travel related impact and avoid travel where practicable. Given our significant growth in 2014/15 and the constraints of a major project necessitating the need for significant travel, we believe we have achieved what we set out to do:

- Continued to use alternative travel options to the car where practical, particularly for long distance journeys where we have used the train to travel 5,952 project miles avoiding emissions of 1,533 kgCO₂e compared to travelling in a single occupancy car.
- Increased the use of teleconferencing, skype and video conferencing to avoid the need for travel, reducing the miles travelled whilst growing the business and avoiding at least 7,920 kgCO₂e.

3.1 Indicators

The results for 2014/15 indicate that the performance indicators set for 2014/15 were sufficiently challenging in general. However, it would appear that our miles travelled/ £1000 invoiced turnover target may not be sufficiently challenging. At present we propose to adopt the same indicators for 2015/16 as we continue to understand the impact of growth on our business but anticipate that in the longer term we will have to set a new, more challenging miles travelled target. The

indicators are given in Table 3 and assume that employees of the business shall continue home working practice.

Table 3: Performance indicators for 2015/16 against those achieved in previous years

	2012/13	2013/14	2014/15	2015/16 target
Sustainable Travel - Non project				
Travel other than single occupancy car	62%	67%	57%	70%
Travel mileage by car	47%	35%	46%	45%
kgCO ₂ e per mile travelled ⁵	0.18	0.15	0.17	0.18
Sustainable Travel -Project				
Travel other than single occupancy car	62%	64%	47%	60%
Travel mileage by car	47%	31%	64%	50%
kgCO ₂ e per mile travelled	0.24	0.15	0.22	0.24
Miles travelled per £1000 invoiced turnover ⁶	154	101	103	200
Sustainable Travel - General				
Miles travelled	7,511	12,151	23,938	monitor
Reduction in emissions over car travel	33%	56%	28%	35%
Avoided KgCO _e ⁷	n/a	1,400	7,920	monitor

3.2 Action plan

To achieve the targets identified in section 3.1 we are committed to the actions presented in Table 4 below for 2015/16.

⁵ Using 2014 conversion factors

⁶ To review in 2015/16

⁷ Through use of communication media to avoid the need to travel

Table 4: Travel Action Plan for 2015/16

No:	Action	Target	Review	Policy commitment
T1	Maintain travel monitoring and evaluation process	All travel reported - distance and mode of transport	monthly	1, 2, 5, 7
T2	Implement travel plan hierarchy - avoid, public transport, share, single car	Reduce mileage travelled by car	monthly	1, 5, 7
T3	Maximise use of communications media to avoid travel	Avoid an average of 2 journeys per week	quarterly	1, 4, 5, 7