



Carbon Management Strategy

Our environmental policy makes the following commitment:

Top management promotes and is committed to continual improvement of the Business Management System (BMS) to enhance environmental performance. This includes, but is not exclusive to, our carbon footprint, approach to plastics, waste and recycling and relevant sustainability advice to our clients.

This is facilitated through the setting of documented environmental objectives based on our significant environmental aspects and impacts, compliance obligations and considering our risks and opportunities. Action plans have been set to achieve objectives and are maintained as part of the BMS internal auditing, monitoring and management review processes. The results of which are communicated to top management and disseminated to employees where appropriate.

Our Carbon Management Strategy is based around our Carbon Footprint, which allows us to accurately report our impacts and to track and communicate progress in reducing those impacts.

Our approach to Carbon Management is based on six steps:

1. **Measurement & monitoring** - measure, monitor and use the footprint data.
2. **Materiality** – clarify stakeholder requirements and expectations.
3. **Vision & Ambition** – continually review our goals.
4. **Strategy** – set formal, challenging objectives and targets.
5. **Implementation** – Develop short, medium & long terms projects and appropriate resources.
6. **Communication** –internal and external, including impact reporting, education, and advocacy.

1. Measuring and Monitoring – our Carbon Footprint

The scope of our footprint is the direct and indirect impacts resulting from our office operations (e.g., energy and water), and employee business travel. These have been determined to be the core and most material impacts of our operations.

The footprint has been developed using primary data (meter readings, utility bills, invoices, expense claims etc.) where available, and reasonable assumptions as required. Defra emission conversion factors have been applied following published guidance. The footprint is expressed as greenhouse gas (GHG) emissions in terms of tonnes of carbon dioxide equivalent (tCO₂e), to include for GHGs other than just carbon (methane, etc.).

Estimating our emissions for business travel is more complicated than for office energy and related data. Some primary data is available (flight bookings and routes) which can be simply converted to emissions. However, it is generally necessary to extract expense claim data and develop and apply assumptions to estimate emissions for other forms of travel. A detailed exercise was carried out in line with good carbon accounting practice. The process followed allows a good level of confidence and year-on-year comparison.

The breakdown of the total footprint by source shows that business travel accounts for 79% of the partnership’s footprint in 2019.

Source (inc. transmission losses & well to tank)	2016 (t CO ₂ e)	2017 (t CO ₂ e)	2018 (t CO ₂ e)	2019 (t CO ₂ e)
Office gas	8.86	8.00	7.53	7.17
Office electricity	70.52	57.70	54.87	51.69



<i>Water & wastewater</i>	0.59	0.83	0.79	0.94
<i>Business travel</i>	151.10	185.29	205.27	224.71
Total emissions (t CO₂e)	231.1	251.8	268.5	284.5

2. Materiality

We continually seek to understand what others require and desire from us from a sustainability perspective; clients, current/future employees, industry groups, communities, and charity partners.

3. Vision and ambition

We have committed to the RIBA 2030 Climate Challenge which sets RIBA Chartered Practices a challenge of achieving the following reductions – and encouraging our clients to do the same – as soon as possible:

1. Reduce operational energy demand by at least 75%, before UK offsetting
2. Reduce embodied carbon by at least 50-70%, before UK offsetting
3. Reduce potable water use by at least 40%
4. Achieve all core health and wellbeing targets

Ingleton Wood are using our Carbon Footprint to set targets and inform our strategy for Carbon reduction.

4. Strategy

The RIBA 2030 challenge is written into our 2020 Business Strategy and will be integral to how we think about Carbon Management and the environment as we go forward. This will form part of how we advise clients as well as how we run our own business.

5. Implementation

We know that business travel is our first internal challenge and will hold regular impact reduction workshops to keep driving this process forward.

The biggest impact we can have is in advising our clients and communities on how they approach Carbon management, including Carbon offsetting and insetting approaches and preventing “greenwash”.

6. Communication

We are developing our internal and external Carbon communication strategies which will include

- Developing an annual Sustainability Impact Report
- Creating an internal education programme

Moving towards an external education/advocacy role within our business sectors and our schools, communities, and Institutions.

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Date 11-12-2020

Review Due: 07-2021 Issue: 1