



Company Policy P3: Environmental Policy

Our commitment:

Architects and Designers are in a privileged position to influence, determine and promote best practice in planning, constructing and managing our built environment. We challenge ourselves to convert this idealism into policies and services that produce sustainable developments while offering a financial benefit to our clients.

Both as professionals and consumers we have a moral obligation to reduce the impact of our activities on the environment. Therefore, in addition to improving the sustainability credentials of our projects, we are committed to developing good practice in all other areas of our business operations.

We believe that our ethos will help to inspire our Clients and help promote environmentally aware design.

Our principles:

- We are committed to continual improvement in our environmental performance. To this end we have established environmental targets and monitor our progress against these.
- We are committed to compliance with applicable legal and other requirements. In addition we believe we have a social responsibility to try to go beyond these standards by adopting or promoting appropriate advisory guidance from within the construction industry.
- We are committed to the prevention of pollution.
- We allocate resources and assign responsibilities for our environmental performance. Members of staff selected for these additional tasks receive appropriate training.
- We promote sustainable practices by communicating our policy amongst our staff and also make it available to our clients, subconsultants and the wider public.
- Our Environmental Management System is subject to third party assessment, which informs and develops our thinking and operations.

Practical measures in support of our Environmental Policy that we have implemented as a business:

- We have targets to reduce the level of carbon emissions resulting from our business operations supported by the development of energy efficiency and waste reduction strategies in each of our offices, so that we practice what we preach.
- Environmental aspects are an important consideration in the selection of our premises, favouring office space that is naturally ventilated with good daylighting and the reuse of existing premises which helps to reduce the consumption of natural resources.
- An energy saving campaign has been adopted, encouraging users to switch off computers and other electrical equipment over night.
- We have targets to reduce the level of carbon emissions resulting from our vehicle usage which are regularly reviewed and periodically reduced.
- Our corporate stationery is printed on lightweight paper manufactured from 100% post UK consumer waste
- We have developed a computer based filing system thus considerably reducing paper usage. Any paper waste that we do produce is re-used, or collected and recycled, wherever practical.
- Copiers are set to print double sided wherever possible.
- Computer equipment that has reached the end of its service life is auctioned to our staff for a donation to a local charity or is donated directly to the charity
- Wherever possible corporate waste, such as toner cartridges, is reused or recycled.

Practical measures in support of our Environmental Policy that we have implemented as design professionals:

- We regularly review and communicate best practice for projects across the business so that sustainable design becomes a deeply embedded part of our culture.
- We encourage environmental initiatives with our clients, and work with like-minded professionals to promote an holistic design approach.
- Through specific projects, we help to encourage community involvement in the process of design and implementation, and work with our own local communities, through a series of initiatives relevant to the sustainable communities agenda.
- As part of our Business Management System we have established an environmental library as a point of reference for designers. This provides detailed information on best practice, research, legislation and case studies
- Attendance at sustainability events, supported by internal and external training is encouraged as being important in increasing awareness.