

SUSTAINABILITY POLICY STATEMENT

(ETHICAL – SUSTAINABLE – EFFECTIVE)

Our business is dedicated to ensuring that the works we carry out today are for the good of the future as well as the present.

Our staff are trained to know they have a duty to operate in a sustainable fashion which is why we have drawn up a 12-point commitment plan as a guide to what our clients can expect from our business:

1. To align ourselves with client environmental policies, fully comply with all statutory environmental legislation and regulations.

Measured by;

- i. Pre-construction policies and targets agreed.
- ii. Current and reviewed environmental legislation register.
- iii. Environmental auditing and monitoring – audits and reviews.
- iv. Integrate sustainability considerations into all of our business decisions.
- v. Ensure that all staff are fully aware of our Sustainability Policy and are committed to implementing and improving it.
- vi. To minimise the impact on the sustainability of all office and transportation activities.
- vii. Post project reviews.

2. To work within codes of practice stipulated by clients relevant to our work.

Measured by;

- i. Pre-construction information and specific codes agreed prior to works.
- ii. Make clients and suppliers aware of our Sustainability Policy and encourage them to adopt sound sustainable management practices.
- iii. Monitoring compliance.
- iv. Post project reviews.

3. To offer clients excellent advice on the Best Practical Environmental Options (BPEO) available to each project and provide assistance in developing a culture of sustainable and environmental excellence.

Measured by;

- i. Pre-start meetings.
- ii. Progress meetings.
- iii. Project safety meetings.
- iv. Environmental audits/monitoring (recommendations).
- v. Compilation of a project logistic strategy (as applicable).
- vi. Bulk delivery of materials.
- vii. Assist with the delivery scheduling of suppliers.

4. To include the environmental credentials of materials we purchase, within our procurement selection process.

Measured by;

- i. Selection process (PQQ) for all suppliers.
- ii. FSC/PEFC Chain of custody, wherever possible.
- iii. Recycled stationery products.
- iv. Local resourced materials.
- v. Eco friendly materials where available through our procurement process.

5. Only use timber sourced from sustainable resources.

Measured by;

- i. FSC/PEFC Chain of custody, wherever possible.
- ii. Monitored for compliance.

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6. Reduce waste wherever possible through design, procurement, logistics, storage, protection & reuse, and ensure the BPEO is sought for the collection and treatment of waste from our sites to be recycled.

Measured by;

- i. Construction Environmental Plan (Site BEPO Measures);
- ii. Design considerations and priorities given to reduction on environmental impacts/aspects and eco-management.
- iii. The correct storage of materials on site to ensure protection and spillage procedures are in place.
- iv. Segregation of materials on site.
- v. Auditing of our waste contractors to ensure legal and best practice compliance.
- vi. BREEAM (Building Research Establishment Environmental Assessment Methodology), where applicable.
- vii. SWMP – to be compiled (best practice) to established forecasted and actual waste reduction figures, to allow for future performance improvement, where applicable.

7. Engage with community and charitable programmes to seek opportunities for reuse of surplus materials including timber, paint, clothing etc.

Measured by;

- i. Project specific opportunities to be looked at.

8. Measure and reduce our carbon footprint - Net zero carbon by 2040:

Measured by;

- i. Reduce our carbon footprint by:
 - a. Calculation of our business carbon footprint to establish our net zero carbon strategy – reduce and offset.
 - b. Bulk delivery of materials (scope 3).
 - c. Assist with the delivery scheduling of suppliers (scope 3).
 - d. Encourage a car share policy and use of public transport (scope 1).
 - e. Bike racks to be made available on our projects (scope 1 – when required).
 - f. Encourage the use of conference calls, by making the technology available to managers and staff (scope 1).
 - g. Monitor company mileage and set a benchmark target in relation to a reduction strategy (scope 1).
 - h. Green energy supplier (scope 2).
- ii. **Achieved Carbon Neutral in 2023.**

9. Make all reasonable efforts to minimise or eliminate potential impact of construction activities on neighbours and the environment.

Measured by;

- i. Statutory noise monitoring (as applicable).
- ii. Considerate Constructors Scheme application (where applicable).
- iii. Good neighbour policy.
- iv. Neighbour liaison meeting and newsletter distribution on our projects (as applicable).

10. To regularly audit the suppliers of goods and services we use against the standards we set.

Measured by;

- i. All waste contractors to be audited for legal and best practice compliance.
- ii. All suppliers and contractors to be vetted (PQQ) prior to selection.
- iii. Ensure that our supply chain offer the BEPO.

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11. Minimise energy usage through best practice.

Measured by;

- i. Monitor and set a benchmark on energy usage within our offices based on occupation.
- ii. To develop our energy reduction programme by installing;
 - a. Low energy lighting.
 - b. Automatic light sensors.
 - c. Energy saving posters and signage.
 - d. Water usage reduction through double flush systems.
 - e. Setting constant heating temperatures.

12. To carry out Environmental Awareness training for all staff.

Measured by;

- i. Regular environmental awareness training for all staff.
- ii. Environmental awareness toolbox talks delivered on projects.
- iii. Our sustainability policy and objects presented to all staff during our company induction process.

As part of our ongoing sustainable approach we will provide;

- Sustainability Requirements for Trade Contractors (Packaging/Supply).
- Provision of presentation material on sustainable issues, including a presentation for the initial site induction and ongoing tool-box talks;
- Regular meetings to discuss sustainability issues and to report improvements in design, particularly additional sustainability measure;
- Provide instruction to all trade contractors on project sustainability issues, and monitor their compliance to our policy and our clients;
- Review and assessment of trade contractor sustainability performance;
- Assistance in setting a clear agenda for project sustainability;
- The on-going training in current sustainability practices for the Project Team;
- To advise the Project Management Team/Client on the on-going consideration of economic and social sustainability issues;
- Workshops and meetings to be held to clarify any issues regarding waste management and allow feedback and decisions on sustainability improvements.
- We will continue to develop our sustainable approach within the business.

Signed

Jason Spencer, MD, Alcema, Alcema Construction & Alcema Fire Safety Limited

Review Date: 16/08/2024

Next Review: 15/08/2025

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