

# ENVIRONMENTAL AND SUSTAINABILITY POLICY 2024

## THE ENVIRONMENT

A. Surman & Co Ltd are committed to protecting the environment, preventing pollution, and fulfilling all of our environmental obligations, legal and moral. We will set ourselves environmental objectives and seek to continually improve our environmental performance.

## RECYCLING

To help achieve our environmental targets, we have adopted the following 3R's principle: **Reduce, Reuse, Recycle**. Whilst recycling is the element that receives the most exposure, it is actually the last option available in the battle to reduce waste. It is our duty as individuals and as a company to initially attempt to reduce usage. Then we should look to 'Reuse' wherever possible and finally, only after these two processes have been exhausted, should we consider recycling.

## ENERGY MANAGEMENT

We are constantly striving to reduce energy consumption throughout our site operations and Head Office.

At our Head Office in Birmingham we strive to make improvements to better manage our energy consumption. We ensure lights and electrical appliances are switched off when not in use and that we minimise our energy usage throughout the office and on-site.

## GREEN SITES

Wherever possible we strive to make our sites as green as possible, not only does this help reduce our CO<sub>2</sub> emissions but it also reduces our internal waste and therefore reduces our end costs.

- We encourage all our staff to adopt eco-friendly practices, such as switching off unused lights and electrical equipment.
- Employees are encouraged not to print out documents unless absolutely necessary, then use both sides of the paper if they do. However, they are encouraged to use email as a preferred option of communication. All waste paper is collected in designated recycling bins which are located in our office.
- Printer ink cartridges are collected from our office and sent to a company who re-fill cartridges for re-sale.
- On site, construction waste materials are sorted for recycling, where there is no capacity for separate waste disposal skips, the waste will be sorted for recycling by a waste disposal company. We use waste companies who have recycling facilities.

## TRANSPORT MANAGEMENT

At A. Surman & Co Ltd we encourage the leasing of fuel-efficient vehicles that help reduce both CO<sub>2</sub> and Nitrogen Oxide emissions.

We promote, wherever possible, the philosophy of car sharing. The office staff and Managing Director when visiting sites generally utilise this system. Through our Health & Safety Policy we require and enforce safe driving practices that in turn will maximise fuel efficiency.

## CARBON (CO<sub>2</sub>) FOOTPRINT

To further reduce our impact on the environment, wherever practical A. Surman & Co Ltd will source local suppliers and sub-contractors to minimise transport and haulage environmental impacts.

To calculate our carbon footprint against Scope 1 emissions and introduce local actions to achieve Net Zero objectives, reporting annually on performance through our management review process within ISO 14001:2015.



## SUSTAINABILITY

As a progressive and forward thinking business we realise the importance of sustainability and are committed to the promotion of best practice principles in this regard. Every project provides its own challenges and should therefore be reviewed on its own merits, however, the same basic processes can be applied as a starting point for driving change.

**The process we would adopt at the design and construction stages would be to look at the full scheme and its requirements with the following in mind.**

- **Low-impact materials:** Choose non-toxic, sustainability-produced or recycled materials which require little energy to process.
- **Energy efficiency:** Use manufacturing processes and produce products which require less energy.
- **Quality and durability:** Longer-lasting and better-functioning products will have to be replaced less frequently, reducing the impacts of producing the replacements and future installation cost.
- **Design for reuse and recycling:** Products, processes and systems should be designed for performance in a commercial 'afterlife'.
- **Design impact measures:** For total earth footprint and life-cycle assessment for the design and its products.
- **Sustainable design standards:** Utilise all relevant and forthcoming standards to ensure that the project is as future proofed as possible. Project design guides are increasingly available and are vigorously being developed by a wide array of private organisations and individuals.
- **Service substitution:** Shifting the mode of consumption from personal ownership of products to provision of services which provide similar functions, e.g. sustainable designs used as educational tools.
- **Renewability:** Materials should come from nearby (local or bioregional), sustainably-managed renewable sources that can be composted (or fed to livestock) when their usefulness has been exhausted.
- **Healthy buildings:** Sustainable building design aims to create buildings that are not harmful to their occupants or to the larger environment. An important emphasis is on indoor environmental quality, especially indoor air quality.

**Sustainability and sustainable design involves juggling a number of issues in a careful balancing act.**

**The following have to be considered carefully.**

- **Materials:** Using less material (light-weighting), fewer materials (making it easier to recycle) and if possible avoiding toxic substances and choosing renewable or recycled/recyclable.
- **Dematerialisation:** Could include some of the above, light-weighting for example, but also designing things to be multifunctional, or finding a different way to deliver the same benefit through a service or product-service combination.
- **Design or disassembly:** Making things easy to take apart so they can be repaired, serviced, upgraded, remanufactured, or which can self-disassemble when needed.
- **Energy:** This includes minimising energy use, moving to the use of renewable energy and extracting energy from waste in some cases.
- **Life extension:** Keeping a product, or its parts or materials, in productive use for their optimal lifespan, so slowing or preventing the linear flow of materials from extraction and processing to disposal.
- **Transport:** Minimising it, that is. Sourcing a renewable, impeccably green material which you ship four times round the world may not be as sustainable as something a little less clean from down the road.

Like any good design, sustainable design involves delivering the best performance or result for the least cost over the long term. Sustainable design involves the strategic use of design to meet current and future human needs without compromising the environment. It includes (re)design of products, processes, services or systems to tackle imbalances or trade-offs between the demands of society, the environment and the economy and, ultimately, restoration of damage already done.

## RESPONSIBILITIES

### All Site Operatives

ALL employees are responsible for controlling their working environment and the natural environment by following our procedures, standards and good practices, together with reporting any deficiencies to A. Surman & Co Ltd Management.

### Site Supervisors

Site Supervisors are responsible for implementing this policy and the company's arrangements for controlling environmental management site.

Site Supervisors must:

- Ensure environmental responsibilities are assigned to appropriate site operatives.
- Provide information of the key aspects of environmental performance for reporting purposes, monitoring to the Managing Director.
- Develop environmental improvement programmes and monitor their implementation.
- Review site environmental performance through regular monitoring and review.

### Managing Director

The Managing Director of A. Surman & Co Ltd is responsible for the review, communication and full implementation of this policy. The Managing Director will ensure adequate resources, training, finances and time are allocated to ensure the policy is adhered to and our environmental obligations are met.

The Managing Director must;

- Carry Out regular site reviews and audits to ensure compliance with the policy.
- Monitor developments in environmental issues that impact upon the business.
- Provide support and advice on environmental matters relevant to the Site Supervisors and workforce as a whole.
- Promote workable procedures and encourage initiatives to implement this policy.
- Keep employees and other interested parties informed of the company's effort to improve its environmental performance.

**We are committed to continually developing and improving our Environmental performance and will review and update our policy on an annual basis.**

Signed:



Dated: January 2024

Mr Andrew Dalton, Managing Director, A. Surman & Co Ltd.



RETAIL



INDUSTRIAL



HEALTHCARE



EDUCATION



COMMERCIAL

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