

Supplier name: H & J Martin (AMS & Fit-out) Limited

Publication date: 5th July 2023

Introduction

Founded in 1840, H&J Martin have a long, successful construction legacy spanning 170 years, playing a noteworthy part in the creation of many landmark buildings such as Belfast City Hall, Grand Opera House, and the Slieve Donard Hotel. H&J Martin operate centrally from our headquarters in Belfast, Northern Ireland, with offices in Dublin, Livingston & Portadown. We provide Asset Management Services to a wide portfolio of public & private sector clients & Fit Out delivery for many high-profile retail & commercial premises.

Commitment to achieving Net Zero

H & J Martin (AMS & Fit-out) is committed to achieving Net Zero emissions by 2050.

Baseline Emissions Footprint

Our baseline emissions are a record of the greenhouse gases¹ that were produced in 2021/22 and were produced prior to the introduction of any strategic and measurable policies to reduce emissions. Baseline emissions are the reference point against which our emissions reduction can be measured however we recognise that our baseline emissions will have been impacted by restrictions due to the Covid pandemic. Notwithstanding we also acknowledge our emissions reporting and reduction plan will be an iterative strategy to ultimately achieve Net Zero by 2050.

Baseline Year: 1st April 2021 – 31st March 2022

Additional Details relating to the Baseline Emissions calculations.

H & J Martin Ltd began collecting emissions data in accordance with the Streamlined Energy and Carbon Reporting (SECR) requirements for our financial year ending 31 March 2022.

In accordance with these requirements, we have finalised emissions for Scope 1 (direct from fossil fuels consumption), Scope 2 (indirect from procured energy) and while there is still data pending from our supply chain (Scope 3, Category 4), we have also calculated emissions for the other categories of Scope 3 emissions for Waste (Category 5), Business Travel (Category 6), Employee Commuting (Category 7) and Leased Assets (Category 8).

We have worked intensively with our fuel & utility providers, our waste management contractors and our supply chain partners to gather Scope 3 emissions data but also to foster their commitment to

¹ In all cases, our emissions calculations have used the SECR CO₂e conversions rather than calculating separately for CO₂, CH₄, N₂O, HFCs, PFCs, and SF₆

share our ambitious and early adoption of emissions monitoring and reporting. Internally, we have been collecting and analysing data on our business travel and commuting emissions.

We identified the methodology that was needed to calculate each Scope 3 category and the data that we need to gather for each category required and these are presented below in the interests of transparency. We will base calculations on actual data as far as possible rather than average data methods to ensure we have a more accurate calculation. For example, in April 2023 we will launch a survey of staff to better understand commuting methods and distances, which we believe will give a more robust emissions total for category 7 Employee commuting.

During our plan development, we considered the following Scope 3 categories:

- Category 4 Upstream transportation and distribution – we liaised with over 90% by value of our supply chain to obtain data on fuel emissions associated with providing us with goods and services. For the baseline year we used the spend-based method but for our future reporting years, we continue to work with our supply chain for them to record and report on a monthly basis, accurate mileage travelled by them in providing us with goods and services.
- Category 5 Waste generated in operations – we obtained data on our waste quantities produced by waste type and disposal method from our licensed waste management contractors. We record and analyse our waste data using Bre’s SmartWaste platform.
- Category 6 Business travel – we included all air travel, land travel in non-company vehicles (claimed through business mileage expenses) and overnight hotel accommodation
- Category 7 Employee commuting – we based our calculations on what would have been a “normal” working year and assuming that all employees travelled to their main work location for 5 days per week for 45½ weeks a year. We excluded our engineers because they travel to work in company vehicles which are fuelled on company fuel cards and those emissions are included in Category 8
- Category 8 Leased assets – we have included all our emissions associated with our company fleet because our vans are all leased to ensure we are utilising the most fuel-efficient vehicles to meet the demands of our business
- Category 9 Downstream transportation and distribution – we identified that this was not applicable for our business since we do not produce or distribute products

Baseline year emissions:

EMISSIONS	TOTAL (tCO ₂ e)
Scope 1	95.43 tonnes
Scope 2 Location based	85.88 tonnes (includes procured energy for all office & store locations)
Scope 3	765.42 tonnes but not all categories confirmed

(Included Sources)	<ul style="list-style-type: none"> Category 4 Upstream transportation and distribution Pending final data Data collected – data requested on fuel expenditure from 90% by value of supply chain for proportion by total income Methodology – spend based method, future reporting will be on distance-based method Category 5 Waste generated in operations 8.80 tonnes Data collected – quantity & type of waste produced and method of waste treatment (these figures are for Northern Ireland operations only) Methodology – waste type specific method Category 6 Business travel 82.73 tonnes Data collected – all air travel, all business mileage, all hotel stays Methodology – distance-based method Category 7 Employee commuting 184.09 tonnes (based on a non-pandemic year) Data collected – distance from fixed office location to employee home postcodes Methodology – average data method, future reporting will be on distance based method following employee survey Category 8 Leased assets 489.90 tonnes Data collected – company fleet fuel consumption Methodology – asset specific method
Total Emissions	946.73 tonnes CO₂e YTD but with Scope 3, Category 4 to finalise

Current Emissions Reporting

For our reporting years, in an effort to track trends in our emissions, we will ensure data is available and monitored on a monthly basis. There is obviously lag on some data becoming available, e.g. some utility bills are only provided quarterly.

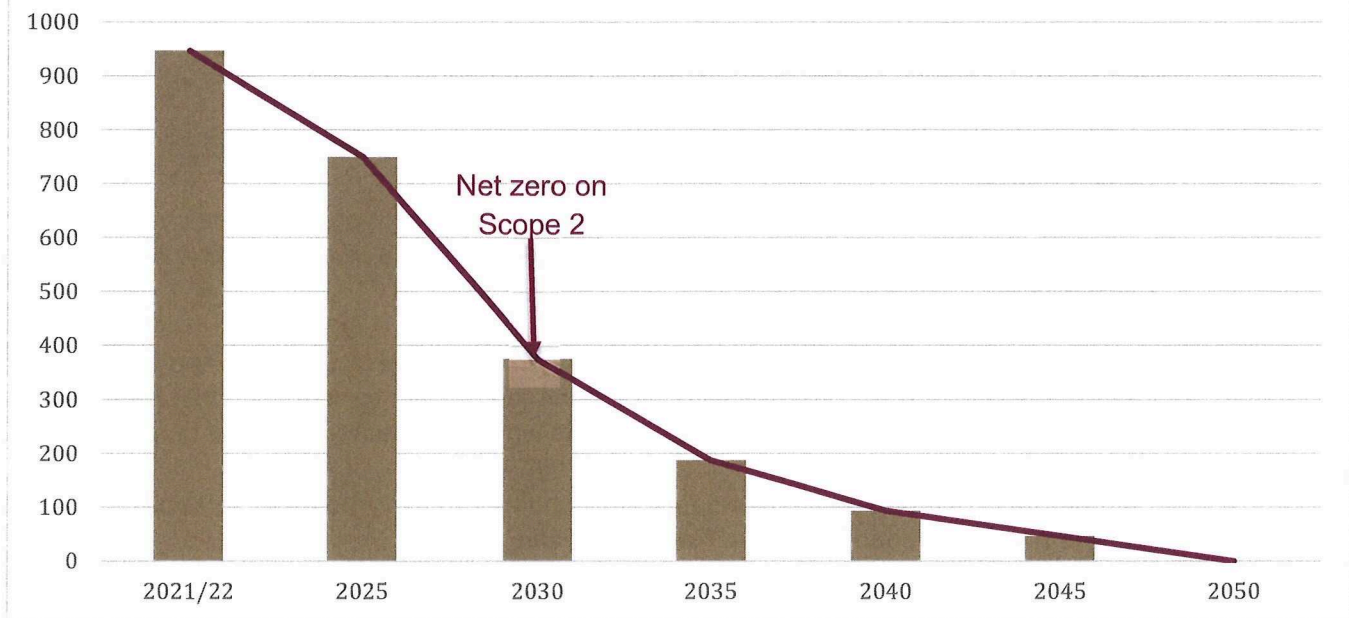
Reporting Year: 1 st April 2022 – 31 st March 2023	
EMISSIONS	TOTAL (tCO ₂ e)
Scope 1	99.59 tonnes (4.4% ↑ from baseline year total)
Scope 2 Location based	63.85 tonnes (25.7% ↓ from baseline year total)

<p>Scope 3 (Included Sources)</p>	<ul style="list-style-type: none"> ● Category 4 Upstream transportation and distribution Methodology –distance-based method. Supply chain partners record and report mileage monthly ● Category 5 Waste generated in operations 19.65 tonnes (123% ↑ from baseline year total) Methodology – waste type specific method ● Category 6 Business travel 36.21 tonnes (56% ↓ from baseline year total) Methodology – distance-based method ● Category 7 Employee commuting 296.99 tonnes (61% ↑ from baseline year total) Methodology – average data method, future reporting will be on distance based method following employee survey ● Category 8 Leased assets 687.39 tonnes (40% ↑ from baseline year total) Methodology – asset specific method
<p>Total Emissions</p>	<p>1203.69 tonnes for 2022-23 (27% ↑ from baseline year total) but with Scope 3, Category 4 & Category 7 to finalise</p>

Emissions reduction targets

We will reduce our Scope 2 carbon emissions to achieve NetZero on these by 2030 and will put in place interim targets to ensure sufficient progress is made. From our baseline year, this would represent a reduction of 9% year on year of our total emissions.

Targetted reduction in emissions in race to zero



We do also however recognise that our Scope 1 and 2 emissions baseline emissions have been impacted by restrictions due to the Covid pandemic as the main contributor to these carbon emissions (purchased electricity and gas for offices) has been impacted by the pandemic with restricted use of our offices. The pandemic restrictions have further affected some of our Scope 3 emissions but we continue to look for opportunities to reduce our Scope 3, Category 6 and 7 emissions from the baseline data by considering formally implementing a hybrid working policy and prioritising the use of technology to minimise the need for business travel.

Carbon Reduction Projects

Completed Carbon Reduction Initiatives

The following environmental management measures and projects have been completed or implemented during the 2021 - 22 baseline.

- setting objectives and progressed continuous improvement activities associated with maintaining our certification to ISO 14001:2015, which we have held since November 2001.
- focussed our approach to environmental and sustainability objectives by employing a full-time specialist on Environmental Sustainability (in October 2021) to take ownership and champion these initiatives
- provided employees with option to participate in cycle to work scheme
- provided free EV charging points in our main office car park to motivate employees to consider purchasing ultra-low emission vehicles

Since these have been adopted during the baseline year, it has not been possible to measure the reduction these initiatives have had.

These existing carbon emission reduction measures will continue to be in effect when performing the contract.

Potential / Future Carbon Reduction Initiatives

Over the next 5-10 reporting years we plan to explore further measures such as:

- Scope 1 (direct emissions)
 - Beginning the planning phase of implementing an ISO 50001 compliant energy management system
 - Identifying opportunities for carbon off-setting by partnering with LEDC projects
- Scope 2 (indirect emissions)
 - Liaising with our utilities providers on 80% renewable electricity procurement by 2025 and 100% by 2030 to actively source renewable electricity at a rate consistent with SBTi 1.5°C scenario
- Procurement & supply chain (Scope 3, Category 4)
 - Engaging further with our supply chain to actively promote their monitoring and reporting of carbon emissions in accordance with ISO14064. Our main tier supply chain partners will be expected to set emission reduction targets which will be added to our Supply Chain Partner Performance Management Standard
 - Setting procurement targets to prioritise supply chain partners who have set a net zero target and have published a Carbon Reduction Plan
- Waste management (Scope 3, Category 5)
 - Broadening the scope of our project SWMP for large projects to scaled Environmental Management Plans for all projects
 - Providing designated waste segregation and off-cut storage zones on all project sites to minimise the use of resources and reduce waste
- Employee engagement (Scope 3, Category 6 & 7)
 - Carrying out a formal review to explore hybrid working in the long term to reduce employee commuting emissions
 - Incentivising our employees to drive ultra-low emission vehicles by providing an enhanced business mileage rate for those employees purchasing an ultra-low emission vehicle
- Reducing company fleet fuel emissions (Scope 3, Category 8)
 - Trial underway to assess viability of electric vehicles for mobile engineers

Declaration and Sign Off

This Carbon Reduction Plan has been completed in accordance with PPN 06/21 and associated guidance and reporting standard for Carbon Reduction Plans.

Emissions have been reported and recorded in accordance with the published reporting standard for Carbon Reduction Plans and the GHG Reporting Protocol corporate standard² and uses the appropriate³.

Scope 1 and Scope 2 emissions have been reported in accordance with SECR requirements, and the required subset of Scope 3 emissions have been reported in accordance with the published reporting standard for Carbon Reduction Plans and the Corporate Value Chain (Scope 3) Standard⁴.

² <https://ghgprotocol.org/corporate-standard>

³ <https://www.gov.uk/government/collections/government-conversion-factors-for-company-reporting>

⁴ <https://ghgprotocol.org/standards/scope-3-standard>

Carbon Reduction Plan

This Carbon Reduction Plan has been reviewed and signed off by the board of directors (or equivalent management body).

Signed on behalf of the H & J Martin Limited (AMS & Fit-out):


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Kieron Millar, Managing Director

Date:5th July 2023.....

