

# Sustainability Policy

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## Introduction

This Sustainability Policy is underpinned by our Responsible Business Strategy, endorsed by Directors, Shareholders and Leadership Team to realise our company vision as the “Trusted, expert designer and provider of sustainable workspaces which are better for people and planet, supported by our values of Journey, Partnership and Advancement.

## Impacts

Key environmental impacts from our business operation are scope 1 & 2 carbon from heating, and transport, furniture waste and scope 3 supplier spend emissions, by far our largest impact at over 90%. Our supply chain also accounts for 90% of our social including employee wellness and safety, EDI, ILO core labour rights, experience and engagement.

## Action

We will address these impacts through focused materiality assessments with stakeholders and systemised ESG reporting and assessment. A programme of continual review is in place to mitigate and improve performance against these criteria both internally and externally.

Progress is monitored and reviewed through reporting platforms such as Ecovadis and external Net Zero International carbon assessment in line with GHG Protocol. ESG Reviews and Carbon Reduction Plans are also published.

## Commitments

Our commitments to People, Planet and Purposeful Profit over the next 12 months include the allocation of adequate resources in the following areas:

- Compliance with current legislation and preparedness for future legislation
- Continuous improvement and measurement of ESG Value through annual review
- Commitment to UN Race to Zero NetZero with 2040 target
- Reduced environmental impact data – carbon, waste, resources, biodiversity impacts
- Continued Zero-to-landfill
- Increased staff engagement
- Greater supply chain transparency: core labour rights, modern slavery, H&S
- Greater supply chain transparency: materials, materials source, chemical, timber
- Commitment to employee Wellness via documented improvements
- Ongoing training and communication with all stakeholders
- Broader stakeholder engagement – staff, community, clients, industry, supply chain

## Objectives and Targets

- Publication of annual ESG Review
- \* External ESG audit by Ecovadis and maintenance of Platinum Medal Status
- \* Continued carbon reduction of 50% across all 3 scopes by 2030.

## Approval and Review

This policy has been approved by our leadership team to ensure it is appropriate to the nature, scale, and purposes of the business. It is subject to regular review with a formal update at least once within a 3-year period to ensure continuing suitability.