Understanding our impact
Environmental and sustainability report
2019
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Environmental policy statement

At Eversheds Sutherland we understand that our operations have a local, regional and global impact.

We are committed to promoting the conservation of natural resources, preventing environmental pollution and continuously improving our environmental performance. We have identified our significant impacts as energy and paper usage, business related travel, and waste production.

We regard environmental regulations, laws and codes of practice as the minimum standard that we should aim for and actively work towards exceeding these benchmarks. Our Environmental Management System ensures that we take account of our environmental impact and operate in an environmentally responsible way.

To improve our environmental performance we set ourselves challenging targets and perform regular audits to ensure these are met. We raise awareness of this policy through guidelines, internal communications and staff training and ensure it is regularly reviewed and updated where necessary. For the first year the annual report includes data from our International LLP offices.

Keith Froud
Managing Partner International
Environmental management system (EMS)

In 2019, Eversheds Sutherland continued to demonstrate environmental leadership through strong execution of its environmental management system (EMS) and continued improvement against key performance goals and metrics. Our EMS was recertified to ISO14001:2015 in September 2018 for our UK offices:

<table>
<thead>
<tr>
<th>Birmingham</th>
<th>Leeds</th>
</tr>
</thead>
<tbody>
<tr>
<td>Cambridge</td>
<td>London</td>
</tr>
<tr>
<td>Cardiff</td>
<td>Manchester</td>
</tr>
<tr>
<td>Edinburgh</td>
<td>Newcastle</td>
</tr>
<tr>
<td>Ipswich</td>
<td>Nottingham</td>
</tr>
</tbody>
</table>

The key elements of our EMS are:

- an environmental and sustainability policy
- a register of our environmental aspects, which highlights how our activities affect the environment. The register is reviewed on an annual basis
- a register of environmental legislation that is relevant to our business which is reviewed on an annual basis (available on request)
- regular internal and external audits to ensure the system is maintained and areas for improvement are identified and actioned
- regular environmental management meetings which review and revise current performance, objectives and targets

CDP (formerly Carbon Disclosure Project)

The CDP is an organisation which asks major corporations to publicly disclose their environmental impact on a yearly basis.

We report on our Scope 1 and 2 emissions and detail our sustainability targets and the progress we have made towards achieving them.

We achieved a C in our 2019 CDP response and an A- in our 2019 Supplier Engagement Rating (SER).
It is vital that we adhere to mandatory environmental legislation. This demonstrates that we take our commitment to the environment very seriously and shows transparency when it comes to reporting on our progress. We have also committed to other environmental obligations which ensure that we continually improve our environmental credentials.

### Emissions to atmosphere

Regulation (EC) 1005/2009 on Substances that Deplete the Ozone Layer (amended by Commission Regulation 744/2010) and The Environmental Protection (Controls on Ozone Depleting Substances) Regulations 2011

The Fluorinated Greenhouse Gases Regulations 2015

### Nuisance issues

The Clean Air Act 1993

Control of Pollution Act (COPA) & Environmental Protection Act 1990 Part III (as amended by the Noise and Statutory Nuisance Act 1993 & the Environment Act 1995)

### Waste management

Environmental Protection Act 1990 (EPA 1990) – Part II, section 34 and Environmental Protection (Duty of Care Regulation) 1991 (as amended 2003)

### Water


### Planning


### Energy management


### CRC

Under the Carbon Reduction Commitment (CRC), Eversheds Sutherland (International) LLP report on its emissions from fuel use, and purchase allowances to cover those emissions each year (scheme ended in 2019).

### Streamlined Energy & Carbon Reporting scheme (SECR)

Launched in April 2019 as a replacement for the CRC and requires us to report on energy and carbon emissions in our annual financial report.

### The Energy Savings Opportunity Scheme (ESOS)

The business must complete a mandatory energy audit to identify energy savings across its operations.

### Significant environmental aspects

The environmental aspects of our operations are identified and recorded in a register. Our most significant environmental aspects are:

- atmospheric emissions from combustion processes
- management of general waste
- potential release of greenhouse gases from refrigeration and fire protection equipment
- storage of fuels, chemicals and detergents
- surface water drainage
- business travel
- use of building materials, electricity, gas, water, paper and printing products
Compliance obligations

**Legal Sustainability Alliance (LSA)**

We are an Executive Member firm of the LSA and must comply with the seven principles to reduce our environmental impact https://legalsustainabilityalliance.com/about-us-2/principles/. We are also expected to compete an annual submission of our carbon footprint data and sit on both the LSA Leaders Group and the Task Force.

**City of London Clean City Awards (CCAS)**

This scheme is run by the City of London and in order to maintain our Platinum Award status we must:

- promote good waste management practices
- encourage waste minimisation;
- ensure compliance with Duty of Care regulations;
- encourage City businesses to take pride in their surroundings; and
- provide a forum for City businesses to exchange waste management initiatives

We apply to the award scheme on an annual basis and our performance is reviewed by way of a CCAS inspection.

**City of London Air Quality pledge 2019**

We commit to:

- Communications – raising the profile of air quality
- The Built Environment – reducing gas consumption and installing low NOx technology
- Transportation – promoting walking and cycling to staff and clients
- Supply Chain – reducing the number of deliveries servicing the business...to improve local air quality.

We pledge that the 4 commitments will be adhered to and data provided.

**Green Dragon Award**

The Cardiff Office has been awarded Level 5 in the Green Dragon audit. The Green Dragon Environmental Standard is awarded to organisations which demonstrate they are effectively monitoring key environmental indicators. Level 5 means that we are demonstrating continual environmental performance.

**Transport for Greater Manchester Accreditation Awards**

We currently hold the Silver Accreditation Award and will be applying for Gold in 2020. We must submit an application by 30 July 2020 and provide evidence for how we meet the criteria for accreditation. Eversheds Sutherland is part of TfGM’s Business Travel Network.

**Cardiff Healthy Travel Charter**

The Business Healthy Travel Charter for Wales was launched in January 2020 and helps businesses, like Eversheds Sutherland, demonstrate their social and environmental responsibility by committing to a series of actions which make healthy travel easier for colleagues. We have committed to 15 actions over a period of three years and will be sent an annual web survey for us to report on our progress.

**Science Based Targets Initiative**

Our aim is to reduce our greenhouse gas emissions by setting targets which are in line with the scale of reductions required to keep global temperature increase below 2°C above pre-industrial temperatures. We are currently completing the gap analysis which consists of us evaluating our Scope 1, 2 and 3 data. We will work with selected third party analysts to create a roadmap to a zero-carbon future. Once our ambitious targets are approved by the Science Based Targets Initiative, we will report on our carbon footprint on an annual basis, detailing our progress. Our aim is to be carbon neutral by 2050, without purchasing carbon offsets.
Direct aspects of significance

Performance review of energy, paper and water usage as well as travel and waste in 2019.

Energy usage

Energy usage mostly effects the environment through the use of non-renewable resources and subsequent production of carbon emissions. Energy reduction is a cornerstone of our climate reduction programme.

<table>
<thead>
<tr>
<th>Electricity figures</th>
<th>Gas figures</th>
</tr>
</thead>
<tbody>
<tr>
<td>2019</td>
<td>2019</td>
</tr>
<tr>
<td>9,817,044 kWh*</td>
<td>2,460,755 kWh</td>
</tr>
<tr>
<td>2018</td>
<td>2018</td>
</tr>
<tr>
<td>11,046,733 kWh</td>
<td>3,547,544 kWh</td>
</tr>
<tr>
<td>2017</td>
<td>2017</td>
</tr>
<tr>
<td>11,264,601 kWh</td>
<td>5,661,504 kWh</td>
</tr>
<tr>
<td>2016</td>
<td>2016</td>
</tr>
<tr>
<td>11,801,054 kWh</td>
<td>6,473,996 kWh</td>
</tr>
</tbody>
</table>

*Green tariff – 42,039 kWh

Working smarter

In 2019, our Head Office in London adopted new technology enabling it to identify operational issues in the heating and cooling systems, and subsequent rapid fault resolution.

Total global energy consumption was 16% less than the 2018 UK figures as a result of energy conservation strategies in our offices and consolidation of office space.

In 2019 we signed up to The Legal Renewables Initiative. This is a new network within the Legal Sustainability Alliance (LSA) and means we have committed to switching our UK offices and premises to certified 100% renewable energy by 2025.

In 2019, 96% of the electricity consumed in Eversheds Sutherland’s UK offices came from renewable sources.

We work with our landlords to ensure they are aware of our desire to maintain and expand our renewable energy purchases.
Paper usage

Global demand of paper has led to problems of deforestation; air and water pollution caused by pulp and paper mills; greenhouse gas emissions from transportation and huge volumes of waste being sent to landfill.

The key activities of Eversheds Sutherland produce large quantities of printed material for record keeping, signing legal documents and knowledge sharing. The business aims to reduce the amount of paper purchased and used and to ensure that all discarded paper is recycled.

The business uses paper produced from sustainable forests (FSC certified). Our UK paper supplier uses Iberian Eucalyptus globulus which produces the same amount of paper with 40% less wood than pine. Furthermore, in 2019 we transitioned to a lower weight paper from 80 gsm to 75gsm which reduces:

- the number of trees that produce our paper requirement
- the amount of waste produced
- the cost of couriers; and
- the number of lorries on the road.

<table>
<thead>
<tr>
<th>Year</th>
<th>Paper purchased</th>
</tr>
</thead>
<tbody>
<tr>
<td>2019</td>
<td>168 tonnes</td>
</tr>
<tr>
<td>2018</td>
<td>212 tonnes</td>
</tr>
<tr>
<td>2017</td>
<td>224 tonnes</td>
</tr>
<tr>
<td>2016</td>
<td>253 tonnes</td>
</tr>
</tbody>
</table>

**Reduction in figures:** Eversheds Sutherland has introduced default printer settings which ensure documents are printed double sided and in black and white. The firm uses follow-you printing which means colleagues release documents once they are at the printer – reducing needless printing. Proformas, WIP summaries and BACS/CHAPS forms are now available as electronic forms and the introduction of flexible working and hot desking has encouraged colleagues to be more mindful of using hard copy documents.

DocuSign

DocuSign is a market leading platform which enables the electronic signing of documents and project management of the signing process.

This process reduces the need to print, tab, package and post large quantities of paper documents to numerous individuals.

In 2019, the environmental savings from DocuSign were:

- 1,426kg of wood
- 31,816 litres of water
- 3,207kg of CO2
- 211kg of waste
Travel

We recognise that business travel is a major contributor to the business’s carbon footprint. Travel by car, bus, train or plane produces large levels of nitrogen oxides, carbon dioxide and PM$_{10}$. To minimise our effect on the planet, travel by public transport is actively promoted and private car use discouraged.

### Road (car)

<table>
<thead>
<tr>
<th>Year</th>
<th>Distance (km)</th>
</tr>
</thead>
<tbody>
<tr>
<td>2019</td>
<td>710,783 km</td>
</tr>
<tr>
<td>2018</td>
<td>849,914 km</td>
</tr>
<tr>
<td>2017</td>
<td>978,597 km</td>
</tr>
<tr>
<td>2016</td>
<td>912,504 km</td>
</tr>
</tbody>
</table>

### Rail

<table>
<thead>
<tr>
<th>Year</th>
<th>National Rail</th>
<th>Eurostar</th>
<th>Total (km)</th>
</tr>
</thead>
<tbody>
<tr>
<td>2019</td>
<td>6,042,056 km</td>
<td>67,811</td>
<td>6,109,867 km</td>
</tr>
<tr>
<td>2018</td>
<td>5,792,799 km</td>
<td>70,037</td>
<td>5,862,836 km</td>
</tr>
<tr>
<td>2017</td>
<td>6,329,424 km</td>
<td>79,042</td>
<td>6,408,466 km</td>
</tr>
<tr>
<td>2016</td>
<td>6,330,540 km</td>
<td>84,319</td>
<td>6,414,859 km</td>
</tr>
</tbody>
</table>

### Air

<table>
<thead>
<tr>
<th>Year</th>
<th>Distance (km)</th>
</tr>
</thead>
<tbody>
<tr>
<td>2019</td>
<td>5,343,560 km</td>
</tr>
<tr>
<td>2018*</td>
<td>11,783,885 km</td>
</tr>
<tr>
<td>2017</td>
<td>7,770,444 km</td>
</tr>
<tr>
<td>2016</td>
<td>8,648,432 km</td>
</tr>
</tbody>
</table>

* In 2018 a Partners Conference was held for all global Partners in New York, USA.

### Pool bike usage

Our Cambridge, Cardiff, Manchester and Nottingham offices have pool bikes which are used both for business meetings and leisure.

<table>
<thead>
<tr>
<th>Year</th>
<th>Uses</th>
</tr>
</thead>
<tbody>
<tr>
<td>2019</td>
<td>582 uses</td>
</tr>
<tr>
<td>2018</td>
<td>1034 uses</td>
</tr>
<tr>
<td>2017</td>
<td>890 uses</td>
</tr>
<tr>
<td>2016</td>
<td>645 uses</td>
</tr>
</tbody>
</table>

The reduction in pool bike usage in 2019 compared to 2018 is due to the success of the CycleScheme which is an employee benefit. More colleagues purchased bikes through the Cycle to work scheme resulting in reduced usage of pool bikes.

### CycleScheme

Cyclescheme is open to employees throughout the year.

Leasing a bike through the scheme is cost effective with payments being made through salary exchange, saving colleagues National Insurance contributions and tax.

The bike must be used primarily for part or all of their journey to and from work. Not only does this promote a greener way to travel to and from work, but also has the added benefit of getting regular exercise too.

Cycling is becoming an increasingly popular mode of transport in our UK offices and the Sustainable Travel Insite pages provide colleagues with useful information including cycle routes and maps, bike shops, local training courses and cycling champions.
Water

Although there is a plentiful supply in the UK, this is not the case in all of our jurisdictions. By using less water not only do we protect our water supplies but it also reduces the energy required to treat and distribute it at source, as well as the energy needed to heat the water in the office.

The environment impacts of using water, range from minimal to significant, depending on the location and time of year/season.

<table>
<thead>
<tr>
<th>Litres</th>
<th>Municipal supply</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Year</strong></td>
<td><strong>2019</strong></td>
</tr>
<tr>
<td><strong>Litres</strong></td>
<td>83,758,313</td>
</tr>
</tbody>
</table>

*The increase in the figure from 2018 to 2019 is attributed to the fact that the 2019 figure includes data from the International offices. This will serve as the benchmark going forward. The 2019 figure includes modelled data where some actual readings were not available.

WaterAid

Eversheds Sutherland are proud partners of WaterAid. WaterAid is an international organisation whose mission is to transform the lives of the poorest and most marginalised people by improving access to safe water, sanitation and hygiene.

WaterAid, in collaboration with Eversheds Sutherland and HSBC, have hosted a series of events called WaterAid presents. WaterAid Presents events bring together perspectives and insights from different sectors on prevalent sustainability topics.

WaterAid presents aims to engage a business audience with emerging sustainability trends impacting the private and third sector – bridging the gap between the two. The events aim to engage Eversheds Sutherland and HSBC colleagues and clients and increase corporate engagement with WaterAid.

On Thursday 3 October 2019, our London office held its fourth WaterAid Presents environment panel event in conjunction with HSBC. The event, which was a great success with over 90 attendees, was opened by CEO Lee Ranson, and Partner Michelle Davies from our Clean Energy and Sustainability team chaired an expert panel.

For the last three years, colleagues around the world have come together to support and raise funds for WaterAid on Global Running Day. In 2019, 27 of our offices across 14 countries took part and for every person who took part, our charitable trust made a contribution towards the final total.

22 March each year is known globally as World Water Day. It is a day of focused attention on the importance of freshwater and the advocating for the sustainable management of freshwater resources. This year’s theme was ‘Leaving no one behind’.

With our support, WaterAid has provided:

- 428k people with clean water
- 530k people with decent toilets
- 1.5m people with good hygiene
**Waste**

Some methods of waste disposal produce air pollutants and greenhouse gases into the atmosphere. As landfill waste decomposes methane is produced in significant quantities.

The business aims to reduce the production of waste wherever possible by promoting the 3Rs (Reduce, Reuse and Recycle). Numerous waste streams are recycled including plastics, cardboard, cans, glass and fluorescent lighting.

Our current goal is to send over 75% (by weight) of non-hazardous waste (produced by our UK offices) to be recycled. In 2019, we recycled 84% of the 958 tonnes of waste that we generated.

Disposal methods that are not considered recycling include incineration (i.e., without energy recovery) and landfilling and treatment, such as aqueous treatment or biodegradation of organics. Materials recovered from non-hazardous waste and sent to be recycled included: paper and cardboard, metals, plastics, food, and end-of-life IT equipment (WEEE).

### Landfill

<table>
<thead>
<tr>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>2019</td>
<td>3.75</td>
<td>0</td>
<td>0</td>
<td>18.4</td>
</tr>
<tr>
<td>2018</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td>2017</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td>2016</td>
<td>18.4</td>
<td>0</td>
<td>0</td>
<td>0</td>
</tr>
</tbody>
</table>

*3.75 tonnes sent to landfill outside of UK

### Energy combustion

<table>
<thead>
<tr>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>2019</td>
<td>149</td>
<td>163.3</td>
<td>280.7</td>
<td>213.8</td>
</tr>
<tr>
<td>2018</td>
<td>0</td>
<td>163.3</td>
<td>280.7</td>
<td>213.8</td>
</tr>
<tr>
<td>2017</td>
<td>0</td>
<td>280.7</td>
<td>280.7</td>
<td>213.8</td>
</tr>
<tr>
<td>2016</td>
<td>0</td>
<td>213.8</td>
<td>213.8</td>
<td>213.8</td>
</tr>
</tbody>
</table>

* This figure now includes data from UK and International offices.

### Recycling (including anaerobic digestion)

<table>
<thead>
<tr>
<th></th>
<th></th>
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<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>2019</td>
<td>805</td>
<td>529.2</td>
<td>279.4</td>
<td>342.6</td>
</tr>
<tr>
<td>2018</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td>2017</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td>2016</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
</tr>
</tbody>
</table>

*This figure now includes data from UK and International offices. This will be the benchmark figure for future reports.

### Veolia recycling figures*

<table>
<thead>
<tr>
<th></th>
<th>Average for 2019 %</th>
</tr>
</thead>
<tbody>
<tr>
<td>Birmingham</td>
<td>80</td>
</tr>
<tr>
<td>Cambridge</td>
<td>65</td>
</tr>
<tr>
<td>Cardiff</td>
<td>79</td>
</tr>
<tr>
<td>London</td>
<td>81</td>
</tr>
<tr>
<td>Manchester</td>
<td>90</td>
</tr>
<tr>
<td>Nottingham</td>
<td>70</td>
</tr>
<tr>
<td>UK average%</td>
<td>78</td>
</tr>
</tbody>
</table>

*Veolia provides a waste recycling management service for the above listed offices only. The remaining offices have waste services provided by contractors as agreed with the landlord.

*This figure now includes data from UK and International offices. This will be the benchmark figure for future reports.
Hazardous waste

The business produces various forms of hazardous waste. Toners, batteries, fluorescent lighting and WEEE are all recycled.

Various types of F gas (refrigerants) are used across the UK offices. Details of levels lost through leakage are listed below.

<table>
<thead>
<tr>
<th></th>
<th>2016</th>
<th>2017</th>
<th>2018</th>
<th>2019</th>
</tr>
</thead>
<tbody>
<tr>
<td>Toners</td>
<td>5,288.5</td>
<td>3,783.9</td>
<td>2,633.5</td>
<td>2,820</td>
</tr>
<tr>
<td>Batteries</td>
<td>3,644</td>
<td>4,978</td>
<td>743</td>
<td>0</td>
</tr>
<tr>
<td>Fluorescent lighting</td>
<td>0.0</td>
<td>137</td>
<td>173</td>
<td>0</td>
</tr>
<tr>
<td>WEEE (mixed)</td>
<td>3,101</td>
<td>25</td>
<td>1,853</td>
<td>1,380</td>
</tr>
<tr>
<td>F Gas – R410a</td>
<td>4.65</td>
<td>1.15</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td>F Gas – R407c</td>
<td>22.0</td>
<td>0.0</td>
<td>16.5</td>
<td>0</td>
</tr>
<tr>
<td>F Gas – R134a</td>
<td>1.25</td>
<td>0.375</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td>F Gas – R404a</td>
<td>4.50</td>
<td>2.7</td>
<td>0.38</td>
<td>0</td>
</tr>
<tr>
<td>F Gas R22</td>
<td>2.40</td>
<td>8.9</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td>F Gas R407A</td>
<td>0.20</td>
<td>0.68</td>
<td>0.45</td>
<td>0</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td><strong>12,068.50</strong></td>
<td><strong>8,937.71</strong></td>
<td><strong>6,112.23</strong></td>
<td><strong>4,200</strong></td>
</tr>
</tbody>
</table>

**Total waste figures**

<p>| | |</p>
<table>
<thead>
<tr>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>2019</td>
<td>958 tonnes*</td>
</tr>
<tr>
<td>2018</td>
<td>692 tonnes</td>
</tr>
<tr>
<td>2017</td>
<td>560 tonnes</td>
</tr>
<tr>
<td>2016</td>
<td>556 tonnes</td>
</tr>
</tbody>
</table>

**Percentage of waste diverted from landfill (UK only)**

<p>| | |</p>
<table>
<thead>
<tr>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>2019</td>
<td>100% (0.0% of global waste sent to landfill)</td>
</tr>
<tr>
<td>2018</td>
<td>100%</td>
</tr>
<tr>
<td>2017</td>
<td>100%</td>
</tr>
<tr>
<td>2016</td>
<td>96.70%</td>
</tr>
</tbody>
</table>

*This figure now includes data from UK and International offices. This will be the benchmark figure for future reports.
Indirect aspects of significance

Indirect aspects created as a result of our operations are recorded in our aspects register and reviewed on an annual basis. These aspects include those related to the activities of our suppliers when carrying out work for us, as where reasonably practicable we work with our suppliers to drive them down.

Carbon footprint

According to DEFRA (2009) guidelines on the reporting of emissions, the following tonnes of carbon dioxide (tCO₂e) were produced by the UK offices:

<table>
<thead>
<tr>
<th>Year</th>
<th>tCO₂e Produced</th>
<th>tCO₂e per Employee</th>
</tr>
</thead>
<tbody>
<tr>
<td>2019</td>
<td>6,323</td>
<td>2.20</td>
</tr>
<tr>
<td>2018</td>
<td>6,464</td>
<td>2.53</td>
</tr>
<tr>
<td>2017</td>
<td>7,461</td>
<td>2.91</td>
</tr>
<tr>
<td>2016</td>
<td>9,674</td>
<td>3.76</td>
</tr>
</tbody>
</table>

Carbon footprint figures include: electricity and fuel consumption; air, road and rail travel, hotels, waste, water and fugitive emissions.

Strengthening sustainability

Our CEO, posted a challenge to the Idea Drop platform, encouraging colleagues to suggest one thing we could do differently to reduce our carbon footprint and to be more sustainable as a business. We received a staggering 146 ideas in response and are pleased to share the winning ideas below:

| Everyone to make a single commitment – Provide staff with a varied range of sustainable behavioural change options where success can be measured. If everyone committed to doing one thing differently it would have a significant impact on the firm and the environment. | Sustainable procurement/ paper – Documents are often printed in one country and then shipped Internationally for events. To reduce both the environmental impact and courier costs, an approved list of reprographic suppliers, local to each of our ES offices, should be created and shared. This way colleagues can request professionally finished documents whilst maintaining brand standards and reducing our carbon footprint. |
| Make a bold commitment – Let’s make a bold commitment and sign up to The Climate Pledge. Amazon and Global Optimism announced The Climate Pledge in September 2019, a commitment to meet the Paris Agreement 10 years early. The Climate Pledge calls on signatories to be net zero carbon across their businesses by 2040 – a decade ahead of the Paris Agreement’s goal of 2050. | Switching to eco-friendly suppliers – We should be considering eco-friendly suppliers across the firm where we can. Paper, hand towels, toilet roll, notebooks, stationery, envelopes and boxes should all be made out of recycled materials and ought to be recyclable (especially after shredding). Washing up liquids, detergents, hand soap, shampoo and body wash in the changing rooms should be from eco-friendly brands. |
| No travel month – Have a month where travel is prohibited unless to clients. We all need to learn how to build relationships without travelling – how to communicate, persuade, influence over Skype and on the phone. | Green Week: a trial for sustainable working - We could have a ‘Green Week’ to trial some bold ideas. The bolder the better: reduce printing facilities in offices; discourage travel and encourage agile working where possible; provide food items with low carbon footprints in canteens; set walking challenges; eliminate the use of single-use items in all offices. |

From here our winners, the Property & Facilities Director and the sustainability team will work through the ideas and decide how best to adapt them.
**Progress against 2019 objectives**

**In 2019, our key environmental objectives were to:**

- Utilise resources more efficiently and reduce energy consumption
- Maintain zero to landfill in UK offices, reduce general waste, increase recycling
- Increase awareness, recognition and engagement in EHS activities and procedures

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<thead>
<tr>
<th>Objective</th>
<th>Target</th>
<th>Status</th>
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<tbody>
<tr>
<td><strong>Resource efficiency</strong></td>
<td>All sites to be covered by a water metering programme thereby enabling data capture</td>
<td>Achieved</td>
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<td></td>
<td>Obtain robust water usage figures for the UK offices</td>
<td>Ongoing - Data to be obtained early 2020.</td>
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<td>Identify energy efficiencies by delivering the asset replacement programme (with CBRE)</td>
<td>Ongoing</td>
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<td>For all new offices/office moves gain a better understanding of how/why colleagues travel - with a view to identify ways to help reduce high carbon travel</td>
<td>Achieved</td>
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<td>Review and rescope the services Ricoh provide to ensure the business uses paper in a more sustainable way</td>
<td>Achieved</td>
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<td>Aim for all new offices to be certified to a high environmental standard and report all environmental certifications on Insite</td>
<td>Achieved</td>
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<td>Identify one use plastics/disposable plastics within the business and remove/reduce usage</td>
<td>Achieved</td>
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<tr>
<td><strong>Waste Management</strong></td>
<td>Maintain zero to landfill in UK offices</td>
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<tr>
<td></td>
<td>Achieve greater than 70% recycling rate</td>
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<td></td>
<td>Reduce food waste production</td>
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<td>Ensure all paper is recycled confidentially</td>
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<td>Investigate potential additional recycling streams for the UK offices</td>
<td>Achieved</td>
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<tr>
<td><strong>Awareness, recognition and engagement</strong></td>
<td>Integrate EMS and SMS to form EHSMS</td>
<td>Achieved</td>
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<td></td>
<td>Obtain recertification to ISO14001:2015</td>
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<td>Verify our environmental data (for inclusion in award submissions, CDP, pitches, client questionnaires)</td>
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<td>Obtain environmental recognition for the business</td>
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<td>Benchmark the business's environmental performance</td>
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<td></td>
<td>Produce an EHS calendar of events and ensure events are promoted Further develop supplier management process to include performance indicators for onboarded suppliers</td>
<td>Achieved</td>
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<tr>
<td></td>
<td>Further develop supplier management process to include performance indicators for onboarded suppliers</td>
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<td>Improve senior management commitment/engagement re EHS actions. 50% of SOPs/deputies to attend at least 1 EHS Committee/Steering Group meeting a year</td>
<td>Ongoing</td>
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<td>Further develop green roofs and green areas</td>
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<td>Ensure all targets and objectives are reviewed on a quarterly basis</td>
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<td>Recognise and reward good behaviour. EHS Committees, energy suggestions, CR activities.</td>
<td>Achieved</td>
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# 2020 objectives

<table>
<thead>
<tr>
<th>Objective</th>
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<tbody>
<tr>
<td><strong>Reduce our carbon footprint</strong></td>
<td>Quarterly review of the water consumption figures&lt;br&gt;Identify energy efficiencies through asset replacement programme&lt;br&gt;Identify which airlines are offsetting/reducing carbon emissions&lt;br&gt;Amend travel survey to get a better understanding of colleague travel&lt;br&gt;Aim for all new offices to be certified to a high environmental standard&lt;br&gt;Continue to identify and remove single use plastics/disposable plastics&lt;br&gt;Review services Ricoh provide to use paper in a more sustainable way&lt;br&gt;Obtain global carbon footprint&lt;br&gt;Verify our data through a certified supplier such a suitable third party&lt;br&gt;Procure offsets for the UK footprint through Gold Standard projects&lt;br&gt;Emissions gap analysis – Science Based Targets initiative&lt;br&gt;Set Science Based Targets with Carbon Intelligence&lt;br&gt;Review marketing materials – can items be sourced locally&lt;br&gt;Produce an EHS calendar of events and ensure events are promoted&lt;br&gt;Improve senior management commitment/engagement&lt;br&gt;Identify which offices use renewable energy</td>
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<tr>
<td><strong>Procure sustainably</strong></td>
<td>Ensure supplier code of conduct aligns with our environmental strategy&lt;br&gt;Review and revise the Due Diligence (DD) questions&lt;br&gt;Ensure all new suppliers/renewed contracts have an environmental policy&lt;br&gt;Ensure current suppliers have environmental strategies/policies&lt;br&gt;Can marketing materials be sourced sustainably&lt;br&gt;Procure environmentally friendly/sustainable prizes&lt;br&gt;Work with RA to increase level of locally sourced products&lt;br&gt;Procuring greener stationery - Office Team&lt;br&gt;Use hotels who have a green/sustainable certification</td>
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<td><strong>Decrease business travel</strong></td>
<td>Facilities to adopt at least one no/low business travel month in 2020&lt;br&gt;Investigate electric taxi companies for business use&lt;br&gt;Partner Conference travel to be via train rather than plane (where possible)&lt;br&gt;Review current electric car charging points in the UK to ensure sufficient numbers&lt;br&gt;Review current courier offering to ascertain if greener solutions can be utilised&lt;br&gt;Investigate the LSA no fly tracker tool</td>
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<td><strong>Minimise waste</strong></td>
<td>Maintain zero to landfill in the UK&lt;br&gt;Achieve greater than 75% recycling rate&lt;br&gt;Work with Restaurant Associates to reduce food waste&lt;br&gt;Ensure all paper is recycled as confidential waste&lt;br&gt;Investigate additional recycling streams for the UK offices&lt;br&gt;Identify sources of and reduce the waste from suppliers&lt;br&gt;Identify organisations who reuse/recycle unwanted office furniture&lt;br&gt;Obtain confidential waste/shredding contract information for non-UK offices</td>
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<tr>
<td><strong>Awareness, recognition and engagement</strong></td>
<td>Representation from all non-UK offices in the EHS Steering Group membership&lt;br&gt;Make use of the bulletin board function to inform colleagues about events&lt;br&gt;Set up a sustainability section on the Insite home page</td>
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Carbon footprint gap analysis

In 2019, Eversheds Sutherland committed to gathering environmental data from the LLP offices listed below which allows us to calculate our carbon footprint. In 2020, Eversheds Sutherland will widen the scope of emissions data which are monitored and recorded for all LLP offices. This will enable identification of the biggest contributors of our Scope 1,2 and 3 greenhouse gases and the setting of strategic carbon reduction targets to reduce our global carbon footprint.

Europe

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<tr>
<th>France</th>
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<th>United Kingdom</th>
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Asia Pacific

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Middle East

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<td>Qatar</td>
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Our offices

The following pages summarise some of the sustainability work undertaken by our offices across the globe during 2019.

Eversheds Sutherland participates in a number of global sustainability initiatives, including the United Nations (UN) events Earth Hour, World Food Day and World Environment Day and colleagues are keen to get involved.

Furthermore, many individuals have gone above and beyond to promote sustainable living and to support local charities and networks which are all working towards reducing and eliminating the causes of climate change.

The firm has formed new alliances with like-minded companies and has successfully aligned clients, colleagues and suppliers with our decarbonisation strategy.
ES UK Portfolio – BREEAM Certification

BREEAM (Building Research Establishment Environmental Assessment Method) is the world’s leading sustainability assessment method for buildings. The rating system measures the environmental performance of properties. Although this is still a voluntary scheme, Eversheds Sutherland strives to include the certification as a mandatory requirement for all our UK offices.

Excellent
- Cambridge, 50 – 60 Station Road
- Leeds, Bridgewater Place
- London, One Wood Street
- Newcastle, Central Square South

Very Good
- Ipswich, 159 Princes Street
Birmingham

The Birmingham office paired up with The Clean Kilo, the largest zero-waste supermarket in the UK to promote plastic-free shopping. A wide range of products are available to purchase such as toiletries, cleaning products, cereals, grains and freezer items and a selection of these were on display in the restaurant. The co-founders coordinated a group visit to their store, with a 10% discount offered on purchases made when shoppers used their own reusable containers.

On 17 January 2019 four volunteers helped to plant 2,500 sapling trees at Allens Cross Recreation Ground in Northfield, Birmingham. This was an initiative led by Birmingham Trees for Life (BTFL).

In 2018 a member of the EHS Committee worked with Trees for Cities on a project in Harbourne and BTFL were also present. Upon hearing about the excellent work that BTFL do around the local area, Eversheds Sutherland donated £500 and several colleagues took part in a tree planting session.

The 4th floor in Birmingham trialled a milk pergal (AUTONUMIS LGC02) in the kitchen. This was an activity designed to reduce consumption of single-use plastic as previously milk was provided in 1, 2 or 4 pint plastic bottles. The milk pergal can hold 24 pints of milk which comes in a thin plastic bag inside a cardboard carton. The carton can be put directly into the pergal for use. In addition, there is monetary saving of 5 pence per pint. If this was to be rolled out to all floors in the Birmingham office, this would be a saving of approximately £16.15 per week (based on average consumption figures) and £839.90 per year.
Cambridge

The new Cambridge office achieved a score of 70% for their BREEAM UK certificate.

A living moss wall was introduced into the office. This improves air quality and promotes wellbeing.

Three new pool bikes were purchased for the new Cambridge office to sustainable travel and exercise amongst employees.

Successfully adopted a bee hive. The honey will be collected and shared with colleagues.

Ipswich

Business honeybee hive adoption with Bees & Co

The Ipswich office adopted a British cedar hive of honeybees. They receive photo updates and jars of raw honey, which is harvested and labelled by hand from their hive and delivered to the office for colleagues to sample.

Shortly after relocating office in September 2019, one of the Ipswich paralegals installed a Living Wall. This has introduced colour and texture to the office and is made up of plants which absorb pollutants from the air.
Eversheds Sutherland was one of five companies which contributed to designing the Cardiff Business Healthy Travel Charter. Organisations signing the Charter have committed to 15 bespoke actions over three years and the aim is to introduce new initiatives to make healthy travel easier for colleagues and clients.

### Cardiff Business Healthy Travel Charter

#### Background
On 23 April 2019, 14 leading public sector organisations based in Cardiff signed a Healthy Travel Charter: [https://www.healthytavelcardiff.html](https://www.healthytavelcardiff.html)

Sam Roan from our Cardiff office was approached in March 2019 and asked to help develop a similar charter for the private sector.

Eversheds Sutherland was one of five companies who worked with Dr Tom Parter to draft the charter.

September 2019
The draft Charter was reviewed by the 5 original signatories.

January 2020
The Business Healthy Travel Charter was launched: [https://www.healthytavel-cardiffbusiness.html](https://www.healthytavel-cardiffbusiness.html)

#### Implementation toolkit
This toolkit explains step-by-step for each commitment how it can be implemented in practice and each page relates to a specific commitment.

#### How are we meeting the commitments?

### Public Transport
- We invite Cardiff Bus in to the office every 6 months to encourage colleagues to sign up to a bus pass
- Season ticket loan for public transport available through Transport for Wales

### Walking and cycling
- Pool bikes and cycle storage
- Showers and drying facilities
- Umbrellas available for walkers
- 5 cycle studios – Sam Roan to share
- Free maintenance on pool bikes
- Mountain bike hire and get a free tyre repair kit

### Communications and leadership
- Dave Coleley is the contact for bike use
- All job families can get involved with these initiatives

### General
- Healthy travel is highlighted in all employee contracts and job descriptions
- Office wide emails are sent to colleagues to share travel information

#### Useful Information
Cardiff Council free adult cycle training details: [https://www.cardiff.gov.uk/HTTW/cycling/Adult-Cycle-Training/Programme/default.aspx](https://www.cardiff.gov.uk/HTTW/cycling/Adult-Cycle-Training/Programme/default.aspx)

For Transport for Wales discounts, contact Stephanie Haddow

Stephanie.Haddow@transport.wales

For info on Cardiff Bus corporate discounts contact: Angola Mars, angola.mars@cardiffbus.com

#### Travel plan under review
The EHS team is currently updating the Cardiff office travel plan.

[LoS: CS01-2221105-Travel plan Cardiff](http://www.cardiff.gov.uk)

#### Compliance
We will be sent an annual web survey for us to complete. Evidence will need to be provided against each commitment, showing how we are achieving the actions.

The Cardiff Office passed the Green Dragon audit and was awarded Level 5 for the X consecutive year. The Green Dragon Environmental Standard is awarded to organisations which demonstrate they are effectively monitoring key environmental indicators. Level 5 means that we are demonstrating continual environmental performance.
Leeds

The Leeds office removed paper towels from their washrooms. This will save an annual waste of 105,000 hand towels, saving an estimated 15,300kg of carbon per annum.

Manchester

A start-up company called Shole visited the Manchester office in October to promote their range of plastic free products. Shole’s focus is to reduce the amount of plastic dumped in oceans each year.

Nottingham

Support team members went above and beyond to collect yoghurt pots and crisp packets to recycle at home.

Nottingham was the first office to pilot the replacement of 80 gsm paper with 75 gsm.

Newcastle

Colleagues volunteered at WWT Washington, helping them remove tree saplings and overgrown grasses from around one of the ponds so it could be seen from the viewing galleries. Newcastle collected food donations in December 2019 to support their local community.
London

Our One Wood Street office featured as a case study in *The Living Roofs* report, which was supported by the Mayor of London.

AIS BMS and CBRE used One Wood Street as a case Study for their new technology and were awarded the *Silver Level Green Apple Award*.

Achieved Platinum Status in the 2019 London *Clean City Awards*.

Signed the *Air Quality Pledge 2019* and committed to reduce gas consumption, promote walking and improve air quality.

OWS hosts 1,400m2 of living roof, with various food and flowers grown there, and even some resident *bees* who make honey for the canteen!

Took part in the *Open Squares Garden Weekend 2019* and welcomed visitors to the rooftop vegetable garden.

Achieved Platinum Status in the 2019 London *Clean City Awards*.
ES maintained its partnership with the Wildfowl and Wetlands Trust (WWT) to support their global efforts to preserve wetlands around the world. During 2018-2019, 640 colleagues and their families attended the centres and supported WWT programmes.

In November 2019, ES took part in the first ever legal hackathon in London as organised by The Chancery Lane Project team. This resulted in the creation of the Climate Contract Playbook and the Green Papers of Model Laws.

Second Hand September saw ES support the Oxfam led initiative of ‘No to New Clothes’ for 30 days and we encouraged colleagues to sign up and donate unwanted items.

As part of our commitment to tackling climate change, we are delighted to announce that we have signed up to The Legal Renewables Initiative. This is a new network within the Legal Sustainability Alliance (LSA).

Recycling week, 23 – 27 September, was an opportunity for us to remind colleagues of the 3 Rs – Reduce, Reuse and Recycle. We created a document listing high street brands that recycle in-store.

Cycle to work day, 8 August 2019 encouraged everyone to take to two wheels and cycle to work. All colleagues who participated received a free cold drink.
International

**Luxembourg** used 100% renewable electricity and collected the metal caps of glass bottles for the “Action Metal Caps” scheme which raises money for the Association Luxembourgeoise des Groupes Sportifs Oncologiques (Luxembourg Association of Cancer-Battling Sportsmen Groups).

The managing agent of the **Hong Kong** office, Swire Properties, produced a 2019 sustainability calendar. Tenants were encouraged to get involved in different environmental initiatives, such as Get Redressed Month 2019.

The Hong Kong office moved to One Taikoo Place, Quarry Bay in 2019. The office design created an agile working environment with meeting rooms equipped with Skype for Business. The premises achieved Pre-certified Platinum for LEED BD+C: Core and Shell Version 2009, and Provisional Platinum for BEAM Plus New Buildings Version 1.2 green building standards.

The **Dubai** office purchased recycling bins in November 2019. The wording and coloured chutes help colleagues to identify the different waste streams and allows them to dispose of their waste correctly.

The Amman office is in the Edgo Atrium, in Al Adbadli - a Gold certified green building which was designed in accordance with the requirements of LEED (Leadership in Energy and Environmental Design) certification.
Global

CEO Lee Ranson set a firmwide challenge on Idea Drop and asked for ideas on how to reduce our impact on the environment.

In 2019 the Eversheds Sutherland US (ESUS) invited members of the UK EHS team to join their sustainability committee, ensuring knowledge sharing and event alignment.

Global Running day 5 June 2019. 840 colleagues, from 27 offices and 14 countries wore Collaborative, Creative, Professional, Inclusive and Open Values-branded t-shirts to run 1km, 5km or 10km and raise money for WaterAid.

19 runners from across the firm ran in the Berlin marathon on Sunday 29 September. The members hailed from eight of our offices globally, and raised money for charity Team Verrico, a charity founded by Leeds Partner Paul Verrico.

ES LLP and ES US celebrate the One Award each year. The ONE Award recognises one person from ES LLP and one from ESUS who each go above and beyond in their efforts to live and work sustainably. Vicky Moseley from Cambridge, UK and Rebecca Menso from Washington, US were the 2019 award winners.

New starters complete an online environmental module to inform them of our sustainability strategy.

Earth Day, 22 April 2019. Offices hosted a quiz via Skype to test the environmental knowledge of colleagues.

Earth Hour 30 March 2019. Our international offices took part in the worldwide movement.

ES celebrated World Hunger Day on 28 May and World Food Day on 16 October 2019, raising money for essential food charities.

The World Environment Day, 5 June 2019 photo competition saw entries from around the world. Winners received an acrylic print of their photo.
How we work with suppliers and clients

We ask all of our UK suppliers to adhere to the no idling policy in loading bays.

| **CBRE** | BMS analytical software, Kaizen, has been installed to record data and advise maintenance tasks to reduce energy consumption. |
| **COMPASS GROUP** | We have worked with Restaurant Associates to reduce single use plastic items in our restaurants and to promote plant based and zero waste recipes. |
| **first mile easy recycling** | Coffee grounds in the Birmingham and London office have been collected, recycled and used to make energy through anaerobic digestion. |
| **Greenstone** | We can calculate our carbon footprint; join webinars; learn top tips for SECR and CDP applications; accurately model data and run reports to review our progress. |
| **inenco** | Through inenco and SmartestEnergy our Birmingham, London, Manchester and Nottingham offices use 100% renewable electricity. |
| **IRON MOUNTAIN** | We have reduced the scheduling from 3 visits per day to one visit per day. This equates to a saving of 25,890 kgs of carbon over a full year. |
| **RICOH** | Achievements include 12% MFD reduction; double sided painting; follow-you printing; toner recycling and the reduction of single use plastic covers on bound documents. |
| **OFFICE TEAM** | Use 75gsm navigator paper; product swaps with eco friendly versions; use of 5 Star Eco pens; replaced post bags with ones made from recycled materials. |
| **REED & MACKAY** | Receive monthly reports for rail and air travel data and car hire and hotel data. This is used to calculate our carbon footprint. |
| **VEOLIA** | We send 0% of waste to landfill; achieved an average 78% recycling rate for 5 offices (UK 2019); and introduced sweet wrapper recycling through the Procycle initiative. |
| **URBAN planters** | Christmas trees are sourced locally, replaced with new trees and live trees are recycled. They work sustainably with local communities. |
Summary statement from Keith Froud

Operating in a sustainable way is a core value of our business. In 2019, we achieved 0% waste to landfill for our UK offices, included date from our International offices and made significant reductions in air and road travel, as well as electricity and gas usage. These savings reflect our efforts to go beyond switching off lights at the end of the day.

Through our partnerships with WaterAid and the Wildlife Wetland Trust we have raised awareness of their vital work and in 2020 we will continue to encourage our colleagues to take part in environmental volunteering opportunities, to make a difference to their local communities.

We have a lot to be proud of and are committed to working even harder to achieve a healthier, cleaner and more sustainable future for everyone.

For further information, please contact:

Claire Goody
Environmental, Health and Safety Manager
clairegoody@eversheds-sutherland.com