



2015 Corporate Responsibility Report

Shaping a
positive future




Explore our responsibilities...

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Corporate Responsibility

Defining our responsibilities

We want to play a positive role in shaping the future of society. To do so we must account for our long and short-term impact, to ensure we are sustainable. We must look at our impact on our clients, employees, and shareholders, and other stakeholders including the supply chain, local communities and the environment in which we operate. We must also respond to external pressures and developments from political, environmental, social, economic, legal and technological change.

In other words, we believe that we must be a responsible business in order to be a sustainable business.

Governance

At the end of 2014 we set up a Corporate Responsibility (CR) Committee to help respond to these expectations and responsibilities. The committee members were chosen due to their strategic roles within the business and their ability to positively shape the corporate responsibility agenda. Chief Operating Officer, Malcolm Whetstone, is the Executive sponsor and the committee is chaired by Lisa Riva, a member of the Bilfinger GVA Advisory Board.

Corporate Responsibility committee

Lisa Riva
Senior Director,
Head of PMC (Chair)

Alastair Mant
Director of
Sustainability

Alison Pigdon
Management
Accountant

Chris Hobbs
Director of Business
Assurance

Chris Kent
Director of HR

Chris Whetstone
Corporate
Responsibility
Manager

Malcolm Whetstone
Chief Operating
Officer



**Corporate
Responsibility**

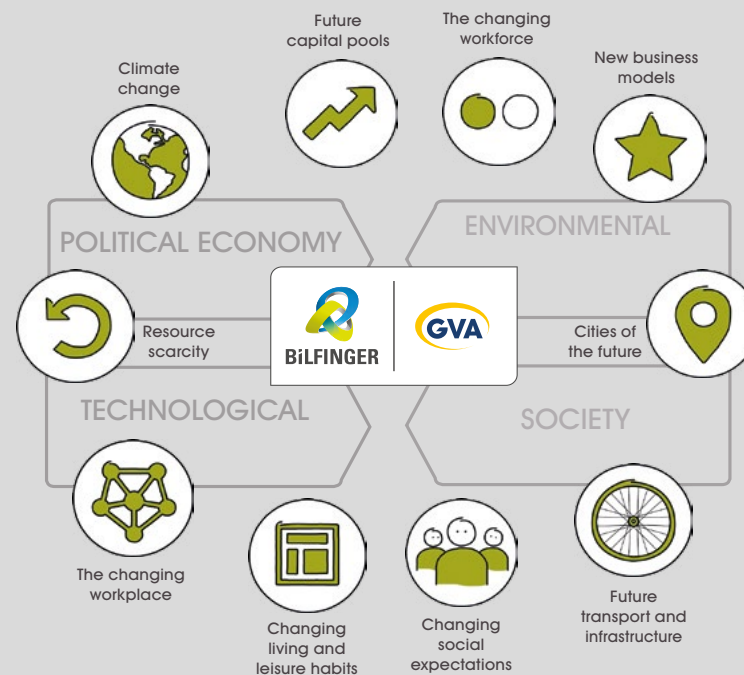


Highlights of 2015

The focus in 2015 was on understanding the full breadth of the issues impacting our business, and clarifying what positive actions we were already undertaking.

The CR committee identified that the business was already carrying out a wide range of activities in this area, which addressed many of the issues, but that we needed this to be more strategic and co-ordinated. They also realised that there was a need to communicate our activities more effectively, both internally and externally. Finally they felt there was scope for us to improve our performance.

To help us identify mid to long-term trends that may impact our business, we instructed a third party to facilitate a 'horizon scanning workshop' with some of our senior business leaders.



Key achievements

In 2015 we are proud to have achieved the following:

1. We conducted a future scanning workshop and identified what CR means for our business
2. We wrote a new CR policy
3. We integrated a one hour CR workshop into the monthly corporate induction day
4. We signed the Paris Pledge for Action to limit temperature rises to 'well below 2°C'
5. We became a founding member of the BBP Managing Agents Partnership
6. 75% of our staff completed our 'Sustainability in Real Estate' e-learning module
7. We won awards at the RICS Young Surveyor of the Year awards and a Sunday Times Best Companies Star, showing our commitment to the development of our people
8. We achieved a Gold SKA rating for our new London HQ
9. We mitigated 2,000 tonnes of carbon via the Woodland Carbon scheme
10. We raised and donated £125,000+ to our charity partners
11. Our staff volunteered 800+ hours of our time and skills
12. We are an international professional services' sector expert and RICS representative to ISO; re-drafting ISO 9001:2015 and presentation, and the UK launch.

Supplier portal performance numbers

Achilles: 99% overall

- Environment 98%
- H&S 100%
- Quality 100%

SID4GOV: 77% overall

- Environmental 95%
- Labour standards 87%
- Human Rights 33%
- Health and safety 100%
- Ethical conduct and compliance 62%
- Economic Development 64%

CIPS sustainability index

- Environmental 96%
- Economic 82%
- Social 90%

Shaping the future through corporate responsibility

Although we have undertaken a number of actions in 2015 that are helping us to take a strategic approach to corporate responsibility, we recognise that we are near the start of our journey of fully understanding all the risks and maximising the opportunities. We have therefore set six strategic goals for corporate responsibility, which we will aspire to achieve through the business up until 2019.

Between 2016 and 2018 we will:

1. Ensure we have a clear governance structure for CR issues
2. Have a CR committee that will meet at least six times a year
3. Seek to align with best practice CR initiatives
4. Engage with our stakeholders to understand our material issues
5. Publically disclose our CR performance
6. Integrate our CR aspirations into the business strategy

Plans for 2016 include engaging with our clients and our people to identify the issues that are important to them so we can align our CR initiatives, and see what we need to do to comply with the UN Global Compact's ten principles and report to the Global Reporting Initiative G4.

Our new corporate responsibility strategy

At the end of 2015 the CR Committee launched a new three year corporate responsibility strategy. As part of our new strategy, we have defined our five strands of corporate

responsibility, through which we will take action. Each strand has a mission and two goals, as well as a number of objectives to be delivered during the period of our three year business plan from 2016 to 2018. The following sections of this report look at each strand in more detail.

The five strands of our new CR strategy



Sustainability in Services
Corporate Responsibility

Leading the market towards a sustainable built environment



Environmental Stewardship
Corporate Responsibility

Protecting our resources, reducing our impacts



Culture and Wellbeing
Corporate Responsibility

Maintaining and enhancing our status as an employer of choice



Governance and Ethics
Corporate Responsibility

Assuring 'can do' business operations



Community and Charity
Corporate Responsibility

Working together to create opportunities

Sustainability in Services

Leading the market towards a sustainable built environment

Our work with clients and industry enables us to help transition the property sector to a sustainable model and add value for our clients along the way.

Our clients have an increasing requirement for sustainability focused advice as a result of regulation, operating costs, supply chain threats and increasing demands from investors and occupiers. Change happens quickly and includes environmental and social issues. These range from the impact of the UN Climate Change Agreement, to emerging

health and wellbeing metrics, to specific energy efficiency regulations, to evolving investor reporting benchmarks.

We aim to be at the forefront of knowledge and insight and to translate this into practical advice for clients. This way we can improve the sustainability of the built environment for our clients and the wider society. We also wish to collaborate. We believe that only through a cross-industry approach can a sustainable built environment be achieved.



Achievements in 2015

Integrating into client services

- 75% of fee earners completed Sustainability in Real Estate e-learning module
- 50% of fee earners attended a 90 minute sustainability seminar
- Launched a cross-service line 'Sustainability in Services Group'
- Launched a bespoke sustainability reporting programme for property management clients

- Ran a sustainability seminar with our property management suppliers

- Half-day workshop on 2018 EPC regulations with our lease consultancy team
- Project managed the first office fit-outs to achieve 'Excellent' and 'Outstanding' ratings under the new BREEAM Refurbishment and Fit-out scheme

- Project managed 126,747 sq m of new build or redevelopment which achieved BREEAM ratings

Collaborating with industry

- BPF Sustainability Committee representation
- UK GBC Members Committee representation
- BBP Managing Agents Partnership founding member

- One of our property managers worked on the first BBP Managing Agents Partnership's first task force
- Took part in DECC workshop on the Business Energy Tax Reform
- Provided free sustainability workshops for students at three universities: Oxford Brookes; Liverpool John Moores; and Bartlett School of Planning

- Delivered over 15 hours of client and industry presentations
- Four bulletins and four thought leadership blogs published, including on 'ESOS', 'MEES', and corporate responsibility strategy





Collaborating with the UK Green Building Council (GBC)

We have been a member of the GBC since 2008 and are represented on the Leaders' Network, the Future Leaders' Alumni and the Members' Committee. At the end of 2014 we signed the new Members Commitment, agreeing to actively support and adhere to the GBC's vision for an environment that enables a high quality of life for people, within limits our planet can support.

As part of our UK GBC Member Commitment:

- We commit to championing UK-GBC's vision by integrating sustainability into our business operations.
- We will demonstrate our commitment by leading and advocating practices that are environmentally responsible, ethical and fair.
- We will be open and transparent about our progress and share best practice with others.

Here are some of the ways we demonstrated our support in 2015:

January

One of our Manchester based Directors took part in the two-day Manchester city summit

February

Attended the report launch of Demystifying Green Infrastructure

May

Our COO signed the GBC open letter to the Chancellor highlighting the "major economic opportunity" from cutting carbon emissions

July

Our CEO signed the GBC open letter to the Chancellor to reconsider scrapping the zero carbon new build policy

August

Took part in a GBC and Department of Energy and Climate Change (DECC) workshop on the Business Energy Tax Reform consultation

September

Presented at the Bristol and Manchester GBC member briefings on the 2018 Minimum Energy Efficiency Standards

GBC presented to our London office as part of World Green Building Week

October

Presented on the GBC Smarter Investments course

Took part in a DECC run workshop on non-domestic energy efficiency

November

Associate in our Sustainability team was accepted on to the 2016 Future Leaders programme

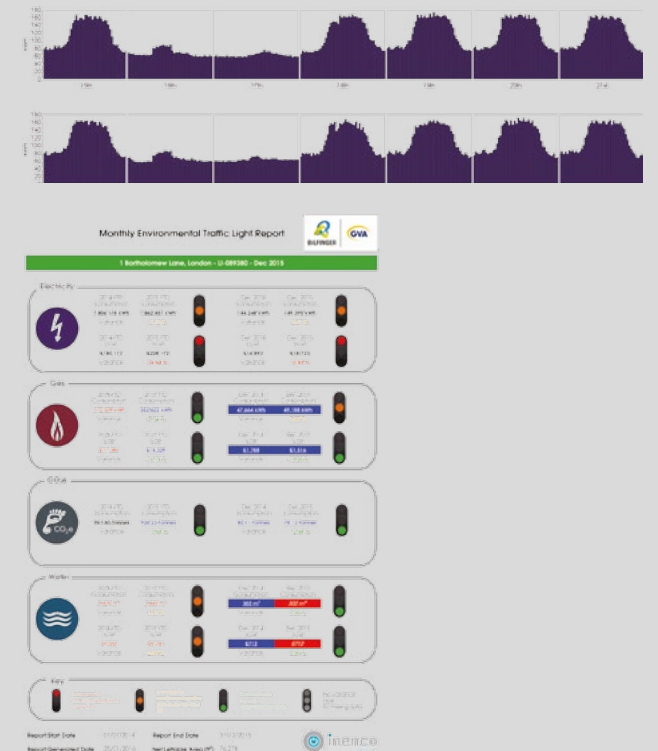
Submitted four climate pledges to GBC's pledge wall to support action at the UN Climate Conference in Paris

Integrating sustainability into property management

Our property management teams are uniquely placed with landlords and occupiers to ensure that properties operate in line with sustainable principles. In 2015 we became founding members of the 'Better Building Partnership's Managing Agents' Partnership'.

As well as taking a seat on the Board of the Managing Agents' Partnership we also had five members of staff work on task forces and attend workshops. Our own sustainability initiatives in 2015 included:

- Launching our bespoke sustainability reporting service to property management clients
- Conducting training sessions on the reporting service to property and facilities management staff in all our offices
- Conducting a supplier day that included a session on collaborating for improved sustainability performance
- Running a property management focused sustainability awareness campaign during September's World Green Building Week



Goals and objectives 2016-2018

Goals:

- Integrate social and environmental best practice into our services
- Collaborate with industry groups on sustainability initiatives

We will achieve our goals through seven objectives:

1. Ensure all staff undertake training on sustainability
2. Work with our teams to integrate sustainability best practice into client services
3. Where appropriate deliver bespoke sustainability services to our clients
4. Deliver free training sessions to students and the wider sector

5. Continue supporting the work of the UK Green Building Council
6. Continue being an active member of the BBP Managing Agents' Partnership
7. Publish research reports and thought leadership articles

Plans for 2016 include progressing the work of our cross-service line 'Sustainability in Services Group', publishing an update to the Green to Gold research on sustainable investment trends and delivering at least 10 hours of free training to universities and the wider sector.



Culture and Wellbeing

Maintaining and enhancing our status as an employer of choice

We are always looking for new ways to retain and reach out to future staff, in order to secure fresh, talented people into our organisation.

This is a really exciting time to join our business and we are keen to ensure we are doing all we can to shout about our opportunities and reach out to a wider range of future candidates.

In 2015 our HR team started using LinkedIn as a means of reaching out to potential recruits. We have also become members of the 'Property Needs You Forum' (a UK-wide initiative helping young people get a career within the property sector), and are working on strengthening our relationships with colleges and universities. We have also recently launched an apprenticeship scheme to help supplement our existing graduate scheme.

We are very proud of our award-winning graduate scheme. The graduate market is clearly more buoyant than a few years ago and we need to work hard to ensure we are

promoting the property industry and our business as a great place to work. We have been taking proactive steps to ensure we sell ourselves to future graduates by visiting universities, schools and colleges. We continue to increase the interest in joining our industry and putting ourselves forward as one of the organisations they may wish to join.

A great example of this was our PDR team, who hosted a highly successful open day at our Gresham Street office. Over 40 students from universities across the UK attended to hear what life in our industry and business is like. The event helped promote and sell the idea of becoming a planner or surveyor, by showcasing some of our flagship projects and giving the students an opportunity to talk directly to staff in PDR, as well as those already on our graduate scheme.

The feedback following this open event was incredibly positive, and in 2016 we are encouraging other teams to follow PDR's lead and help boost an increase in quality applications for future graduate intakes.

Our new apprenticeship scheme was set up in 2015 to supplement our graduate scheme. We took on a number of very talented young apprentices from organisations including the Chartered Surveying Training Trust (CSTT), who are excelling in terms of performance and application. We intend to continue this intake and these relationships with organisations like the CSTT in 2016 and beyond.

While recruiting staff is very important to our business, retaining and developing our staff teams is essential. From a business perspective, it is obvious that motivated, engaged and empowered individuals are those who are more satisfied and productive in the workplace. That's why we respect the views of our employees and treat them as individuals. By listening to their views we can continually improve our culture and working environment. And that's why our business is assessed against three nationally recognised employee engagement tools; Investors in People, ISO standards and the Sunday Times Best Companies.

In 2015 we also had great success at the RICS Young Surveyor of the Year awards, where we were the only company to win two awards. We were also awarded a Sunday Times Best Companies' Star and were recognised in the 'top 100 Companies for Graduates to Work For'. In 2016 we plan to build on this success. We know that there are still some areas where we can improve, so we will use the full results of the survey to see where we need to put our focus going forwards.



Achievements in 2015

- We were awarded a one star accreditation in the Best Companies staff survey sponsored by the Sunday Times.
- We became members of the 'Property Needs You Forum'
- We have already taken on a number of very talented young apprentices from organisations like the Chartered Surveying Training Trust (CSTT)
- We signed up to the RICS Inclusive Employer Quality Mark
- We have an award-winning graduate scheme and were recognised in the 'top 100 Companies for Graduates to Work For' and at the RTPI Awards
- The strength and capabilities of our Graduates / Surveyors and Associates were recognised at the RICS Young Surveyor of the Year awards where we were the only company to win two awards
- We introduced a Career Pathway for all employees that provides guidance on how they can progress through the organisation
- Our HR team started using LinkedIn as a means of reaching out to potential recruits
- We launched an apprenticeship scheme

Goals and objectives 2016-2018

Goals:

- Continue to create a safe working environment where everybody has the opportunity to grow, develop and maximise their potential and goals, free from prejudice or barriers
- Retain and attract the very best, maintaining our status as an employer of choice

Objectives:

1. Re-enforce our values: 'we can', 'we care' and 'we create'
2. Re-enforce our culture: 'We understand', 'we support' and 'we trust' in everything we do

3. Engage (formally and informally) with our people and act on feedback
4. Prepare and coach our managers to lead, manage and develop people
5. Work hard but treat our people as individuals and not numbers. Creating an environment built on continuous thinking and mutual trust and respect
6. Recruit the very best and provide them with the right tools, responsibility, autonomy and the freedom to innovate
7. Work with the RICS, RTPI and other bodies to increase diversity and inclusion within the property sector

Focus for 2016

We will work with our teams to help boost an increase in quality applications for future graduate intake, while continuing our intake of young apprentices and further developing our relationship with organisations like the CSTT.

We will continue to listen to our staff to improve our working environment, building on our award success in Sunday Times Best Companies, putting an action plan in place to improve on 2015's results.

We will continue the on-going review of employee development and training in line with the career pathways. We will also review BGVA's benefits including how they are delivered.

Finally we aim to expand and define the culture and wellbeing group and increase business and sector work on inclusion and diversity.



Community and Charity

Working together to create opportunities

As a national property adviser we are able to positively impact the communities in which we operate.

Nowadays many people look for something more meaningful than just financial reward from their job and where they work. They want the chance to give something back to their communities and to good causes. As a business we take this area very seriously. That's why we have a national community group in place, chaired by our Chief Executive, which has responsibility for our charitable activities. This committee is supported by regional charity co-ordinators and teams.



Leeds – charity football



Bristol – rainbow run



Manchester – comic relief

Raising an incredible £77,000 for Together for Short Lives and 10 local children's hospices in 2015 has helped to fund 3,300 hours of vital care. This makes a huge difference to the seriously ill children and their families that our hospices are there for.

Lorna Gray – Together for Short Lives

Achievements: 'Big Numbers' for 2015

70+ members of staff ran the LandAid Summer Run and raised over £6,600

£77,000+

Raised and donated to our 'people charity partner' – Together for Short Lives (the target was £50,000)

800+

Hours of time was volunteered by staff to their local hospices and other local causes

60+

Hours of free property advice was given to five projects as part of the LandAid Pro Bono programme

£25,000+ raised and donated to our industry charity partner – LandAid

£125,000+

In total raised and donated to our three national charity partners

£11,700 was raised in one day by staff for 'people charity partner' Together for Short Lives

£24,000+ donated to our environmental charity partner – The Woodland Trust

together
for
short
lives

LandAid
THE PROPERTY INDUSTRY CHARITY
uniting to help
disadvantaged
young people

WOODLAND
TRUST

Our charity partners for 2015

Our people charity

As our staff's chosen charity, every pound spent supporting Together for Short Lives has been matched with donations by Bilfinger GVA.

Our industry charity

We have been a long standing supporter of LandAid and an official LandAid Foundation Partner for over seven years. Our support covers sponsorship of the Summer run and the Pro Bono programme. In 2015, eighteen members of staff became LandAid Ambassadors.

Our environmental charity

The Woodland Trust is the leading voice for woods and trees. We were one of the first property advisers to link the planting of trees in the UK to the carbon footprint of our business activities. We work with them to plant trees to mitigate the carbon emissions generated by a business's operations.

Office partner Together for Short Lives hospice fundraising (cash) and donation (cash) Total Jan – Dec 2015

Office	Local Children's Hospice	Office fundraising (£)	Bilfinger GVA donation (£)	Total (£)
Birmingham	Acorns	£2,308.20	£2,308.20	£4,616.40
Bristol	CHSW	£2,606.13	£9,289.31	£11,895.44
Cardiff	Ty Hafan	£578.29	£724.29	£1,302.58
Edinburgh	CHAS	£2,134.15	£2,510.55	£4,644.70
Glasgow	CHAS	£2,523.50	£2,638.50	£5,162.00
Leeds	Martin House	£2,427.45	£2,537.35	£4,964.80
Liverpool	Claire House	£407.96	£459.02	£866.98
London	Richard House	£8,824.35	£10,028.95	£18,853.30
Manchester	Francis House	£3,468.07	£3,468.07	£6,936.14
Newcastle	St Oswald's	£6215.50	£6,765.50	£12,981.00
Group	Together for short lives	£2,440.01	£3,045.95	£5,485.96
Total		£21,810.03	£40,729.74	£77,709.30

LandAid fundraising (cash) and donation (cash) Total (Jan – Dec)

Office	Office fundraising	Bilfinger GVA donation	Sponsorship	Total
Group	£18,143.48	£6,009.51	£31,000	£55,152.99

Woodland Trust donation (cash) Total (Jan – Dec)

Office	Bilfinger GVA Sponsorship	Total
Group	£24,000	£24,000



1,617ft
abseiled



Manchester and Liverpool

Fundraising

May – A team of four cyclists from our Manchester office took part in the Carter Jonas charity bike ride in support of LandAid raising over £600.

Pro bono

On-going – Our Lease Consultancy and Planning teams are providing the North Liverpool charity Positive Futures with free consultancy advice. With our support they are relocating to new premises.



Birmingham

Volunteering

May – Over 70 volunteers worked together to transform a massive overgrown pond in Ackers Pack for the enjoyment of the local community.

Volunteering

May – Two Acorns charity shops benefited from volunteers from Bilfinger GVA. The volunteers spent the day sorting stock, selling items and putting new window displays together.



Cardiff

Fundraising

May – Three cyclists from our Cardiff office completed the Carten100 challenge of cycling the 104-miles from Cardiff to Tenby to raise funds for Velindre Cancer Care.



Bristol

Fundraising

July – 150 people, from Bilfinger GVA, clients and associates took part in the Shaun the Sheep treasure hunt which raised £2961.50 for the Bristol Children's Hospital Grand Appeal.



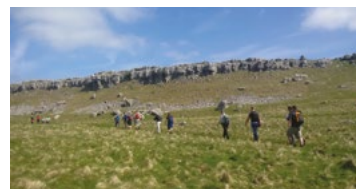
Scotland

Volunteering

August – 13 colleagues at our Glasgow office donated over 65 hours of their time at their local hospice, Robin House in Balloch. Our volunteers helped to prepare the hospice's gardens in time for 10th anniversary celebrations.

Pro bono

December – Our Building Consultancy team provide the South East Glasgow charity Crossroads with free consultancy advice for improving their Barn Youth Centre.



Leeds

Fundraising

May – Our Leeds team took part in a 30 mile hike across the Yorkshire Dales, as well as holding a charity quiz which raised £1,625 for their local hospice, St Martins and £1,392 for the Stroke Association.

Volunteering

November – 12 employees joined Groundwork Leeds' Green for Go community group to help improve the Lady Pitt Lane allotments.



London

Fundraising

June – Over 70 members of staff competed in LandAid's annual summer 10k run in London's Regents Park, raising £10,000 for our charity partner the LandAid Trust.

Fundraising

September – Nine brave colleagues conquer LandAid's annual property sector TowerAthlon. Collectively they raised over £1,500 for LandAid and the Chartered Surveyors' Training Trust. Three of our colleagues went onto win the overall challenge.

Bilfinger GVA is one of LandAid's longest standing and most enthusiastic supporters. It's not just the financial support, but the number of colleagues who give their time and energy too. We need more companies with this passion and determination. Thank you.

Paul Morrish – Chief Executive, LandAid



Top three achievements in 2015

1. Pretty in purple day

On Thursday 30 July 2015, staff across our offices raised money and awareness for our people charity partner, Together for Short Lives (TfSL), and their local hospices, by wearing purple, TfSL's brand colour. This was the most co-ordinated and successful charity engagement event in Bilfinger GVA's history, raising £11,700 in one day.

2. LandAid Ambassadors

In January 2015 LandAid announced they were looking to recruit Ambassadors to help spread the word about their charity and the projects they support. By the end of 2015 nineteen members of our staff from four offices had become LandAid Ambassadors.

3. Pro Bono work

We are one of 27 organisations that have pledged to provide pro bono advice each year through LandAid's pro bono programme. In 2015 we provided 60 hours of free property advice to five projects across the UK, helping charities and community groups. We will make another significant pro bono pledge in 2016.



Achievements: Staff fundraising

Our support meant a great deal to all three of our charity partners in 2015. For people charity, Together for Short Lives, for example, our donations funded 3,300 hours or 137.5 days of nursing care, helping hundreds of children and young people.

Goals and objectives 2016-2018

Goals:

- Raise and donate money for our chosen national charity partners
- Provide time and skills pro bono via our national charity partners

Objectives:

- Donate a percentage of our revenue to charitable organisations
- Create opportunities for staff to donate money, time and skills
- Continue to be a Foundation Partner of LandAid, the property sector's charity
- Develop our partnership with the Woodland Trust, our environmental charity
- Build a partnership with our "People's" charity, as chosen by our staff

Focus in 2016

Volunteering opportunities are being explored with our existing corporate charity partners in 2016 with the aim of growing this area of support.

Company reporting is an integral element of our corporate responsibility strategy in 2016 and a specific goal has been set to improve data capture of hours donated.

Our national fundraising events could involve wider stakeholders to maximise fundraising and the levels of awareness of our charity partners. In 2016 work is already underway to explore running charity events in conjunction with core business events and involving more stakeholders.



**Community
and Charity**
Corporate Responsibility

Environmental Stewardship

Protecting our resources, reducing our impacts

Through our operations we contribute to climate change, resource depletion and environmental degradation.

Our environmental impacts are mainly associated with the energy we use within our offices, the waste we create from our offices, business-related travel and the impacts through our procurement of goods and services.

Our environmental management specialists and facilities team drive continual improvement through our environmental management system (EMS). Our EMS is certified to both ISO 140001 and 50001, which are the international standards for environmental and energy management respectively.

Each of our UK offices has an environmental champion responsible for driving local progress against group level key performance indicators (KPIs).

Since 2010, we have focused on five key environmental aspects against which we set goals and KPIs. In Spring 2014 we set 23 environmental objectives, which would help us achieve our goals. Due to the merger with Bilfinger Real Estate in July 2015 our financial and reporting year changed to calendar year and we decided to roll the 23 objectives through the new financial and calendar year of 2015.

Comparing 2015 to 2014

- 26% increase in Gas consumption across all offices
- 16% reduction in Water usage across all offices
- 36% increase in Waste produced
- 2% reduction in business car kilometres driven

10% reduction in Electricity consumption across all offices

34% increase in Waste sent for recycling



65 Gresham Street

Achievements 2015

Over the past year we completed 70% of our 23 objectives. 22% were not completed, while 9% were partially met and are still in progress. Our procurement objectives could not be completed due to structural changes within the business caused by the merger.

Our specific achievements

ENERGY: Reduce the energy used per sqm within our office buildings	TRAVEL: Enable alternatives to business-related travel by plane, train and car
Review server room efficiency at 50% of Bilfinger GVA offices	Support and promote sustainable modes of travel especially cycling and public transport
Review lighting energy efficiency at 50% of Bilfinger GVA offices	Support and promote video conferencing
Create an out-of-office energy checklist	Monitor and report business car travel mileage per person
Engage with every managing agent on ways to reduce energy use	PROCUREMENT: Implement an environmental and ethical procurement policy
Produce an energy case study of the new 65 Gresham Street office	Define "key office suppliers" based on spend
Monitor and report energy use per sqm	Strengthen approved suppliers environmental screening questions (dependent on wider procurement strategy)
WASTE & RESOURCES: Reduce our total waste produced per employee and increase the percentage of resources recycled	50% of key office suppliers to have ISO 14001 or similar
Create and implement a Bilfinger GVA waste policy	TRAINING: Increase staff awareness of environmental issues affecting the business
Engage with every managing agent on ways to improve waste management	Create and deliver an e-learning module to all staff
Standardise Bilfinger GVA waste measurement and monitoring procedures	Monitor and report number of staff completing e-learning module
Undertake a print review across all offices	
Create a Bilfinger GVA paper and toner reduction strategy	
Recycle 85% of waste	
Monitor and report waste per person	
Investigate ways to improve water data collection	
Monitor and report water use per sqm	

There are a few areas that we need to re-focus our efforts on in 2016. These include engaging with all the managing agents across our offices in order to discuss energy and waste management reduction opportunities; engagement with our key office suppliers to improve procurement and improving our recycling rate and standardising the data capture.

Our impact over the last three years

Totals	2015			2014			2013			3 Year Performance 2015 v 2013		
	Total	per FTE	per m2	Total	per FTE	per m2	Total	per FTE	per m2	Total	per FTE	per m2
Electricity (kWh)	3,046,241	2,199	128	3,413,125	2,538	194	3,110,841	2,346	169	-2%	-6%	-24%
Gas (kWh)	3,045,703	2,199	128	2,728,883	2,029	155	2,952,990	2,227	160	3%	-1%	-20%
Car Travel (km)	2,939,057	2,122	124	2,998,271	2,229	170	2,911,934	2,196	158	1%	-3%	-21%
Water (m3)	10,063	7	0.42	12,052	9	0.68	11,873	9	0.64	-15%	-19%	-34%
Recycling (kg)	114,107	82	5	96,580	72	5	120,009	91	7	-5%	-9%	-26%
Total Waste (kg)	191,581	138	8	156,471	116	9	158,156	119	9	21%	16%	-6%
Scope 1 (tonnes)												
Occurring from sources owned or controlled by Bilfinger GVA . For example, emissions from the combustion of natural gas in boilers.	414	0.30	0.02	404	0	0.02	344	0	0.02	21%	15%	-6%
Scope 2 (tonnes)												
Occurring from the generation of purchased electricity consumed by Bilfinger GVA. For example electricity purchased from the national grid and fugitive emissions from refrigerant gas losses	1,312	0.95	0.06	1,687	1.25	0.10	1,379	1.04	0.07	-5%	-9%	-26%
Scope 3 (tonnes)												
Occurring from all indirect emissions due to the activities of an organization. For example Company Travel	570	0.41	0.02	606	0.45	0.03	591	0.45	0.03	-4%	-8%	-25%
Total annual net emission (tonnes)	2,296	2	0.10	2,697	2	0.15	2,313	2	0.13	-1%	-5%	-23%



65 Gresham Street: A sustainable fit-out

In February 2015 we moved to a newly refurbished Grade A London head office at 65 Gresham Street. Five sustainability aspirations were set as part of the project brief. They aimed to improve the health, wellbeing and productivity of staff, as well as minimising the impact on the environment.

In our first six months of electricity data at Gresham Street, we have seen a 16% improvement in efficiency compared to our previous office. The project team was delighted to achieve the top environmental impact assessment rating of SKA Gold for the new office.



WOODLAND TRUST

Mitigating our emissions

Even with our best efforts to reduce our carbon dioxide emissions, our daily activities and business operations will result in unavoidable emissions. This is why mitigating, after measuring and reducing, is key to our responsible business strategy.

In 2015 we continued our successful partnership with the Woodland Trust and their ‘Woodland Carbon’ mitigation scheme. Every kg of CO2 from the energy used in our offices was mitigated by planting new trees. In 2015 we have helped fund the planting of trees across 50,000m2 at

Woodland Trust sites across the UK. This is the equivalent of five football pitches.

Looking forward we are pledging to continue our already successful partnership with the Woodland Trust by increasing the scope of our mitigation project. From 2016 we will be mitigating those emissions that we cannot reduce from our office energy use and business car travel. With this continued commitment to mitigating our carbon footprint we aim to further reduce our negative impact on the environment.

Our Key Performance Indicators (KPIs)

Our environmental performance results in 2015 have seen a number of improvements in our KPIs. We are pleased to report the following:

- 6% reduction in electricity consumed per person
- Our scope 1 emissions (gas consumption) have reduced by 6% per m2 of occupied floor space. This is in part

due to moving to more efficient office space in Liverpool and London

- Water use per person has dropped by 19%, a considerable improvement
- 14.5 tons of CO2 per million pounds of turnover in 2015

There are KPIs that we have to improve as well including ‘waste arisings’ and our ‘recycling rate’.

Please note: To complete this report we had to estimate some figures, where billed or metered data wasn’t available. This was kept to a minimum.

Goals and objectives 2016-2018

Goals:

- Reduce and offset our operational CO2 emissions
- Reduce the environmental impact of our supply chain

Objectives:

1. Purchase 100% renewable electricity where we control the electricity contract
2. Set environmental procurement criteria and engage with our supply chain
3. Specify environmental fit-out criteria, including achieving a minimum rating of SKA Silver on all fit-outs
4. Continue to run an environmental management system certified to ISO 140001
5. Enable our colleagues to operate in a way that minimises their environmental impact through education and changing processes
6. Mitigate the CO2 from our operations (office energy use and car business mileage) via the Woodland Carbon scheme
7. Continue to improve the accuracy of our data and reporting



Environmental Stewardship
Corporate Responsibility

Governance and Ethics

Assuring 'can do' business operations



Our reputation is everything and we hold values of trust and professionalism. We also have new and more objective expectations from a corporate owner, clients and regulators.

We work hard to support everybody at Bilfinger GVA to recognise that governance, risk management and compliance are extremely important to the business and everybody's responsibility.

This area of the corporate responsibility strategy will deliver 'Business Assurance' in our operations and conformity to statutory, regulatory, professional and other obligations.

Achieving our mission

During 2015 we continued to integrate Group requirements and satisfied all Bilfinger Group and client audits. We continue to build reliable, transparent and comprehensive operational controls in compliance with the law and regulations.

Achievements in 2015

1. On-going development of 'The Vault' with comprehensive protocols, improved templates and coordinated system, process and conformity audits
2. Numerous management system audits successfully completed for Bilfinger SE, Real Estate and clients
3. Sound implementation of Bilfinger integration requirements including anti-bribery 'Compliance' training
4. Retained, integrated and consolidated certification to five ISO standards
5. International 'professional services' sector expert and RICS representative to ISO; re-drafting of ISO 9001:2015
6. RICS: Advice on money laundering. Editor and advice on the agency 'Blue Book'. Updates and advice on ISO developments
7. BSI: Expert editor of BSI's ISO 9001:2015 conversion tool

Goals and objectives 2016-2018

Goals:

- Deliver 'assurance' of our business and professional 'best practice' in meeting the expectations of Bilfinger GVA, group requirements and all other 'interested parties'
- Deliver the standards and controls required by the Bilfinger International Control Systems (ICS) programme and relevant international standards of management

Objectives:

1. Confirm or set clear and coordinated accountabilities and responsibilities
2. Review and ensure effective and efficient operations consistent with sector opportunities
3. Build reliable, transparent and comprehensive operational controls
4. Assure compliance with the law and regulations
5. Assess and manage risks
6. Assure the accuracy of management reporting and establish KPIs

Focus for 2016

In 2016 we will look to establish a UK Operating Executive based around leadership; define an operational vision and strategy recognising sector opportunities and coordinate operational objectives and capabilities to deliver the operational strategy.

We will clearly champion and deliver leadership in communicating operational expectations, while establishing performance management that is based on objectives,

transparency, expectations, statistics and KPIs.

We will recognise and reward performance, based on merit, while setting and delivering clear and co-ordinated on-going improvements, based on our vision. We will also implement the Bilfinger Internal Control Systems (ICS) requirements in an effective manner for Bilfinger GVA. As a consequence, we will deliver Business Assurance.



Governance and Ethics
Corporate Responsibility

Further information

This report has been prepared by Bilfinger GVA for general information only. Whilst we endeavour to ensure that the information in this report is correct we do not warrant or guarantee the completeness or accuracy of the information contained herein.

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□ Bilfinger GVA is the trading name of GVA Grimley Limited.

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Our story continues in 2016...

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Leeds
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