

One Planet Living® action plan and review 2022-23



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Introduction

CEO's foreword

This review sets out the progress that Bioregional has made in delivering its One Planet Living action plan during the financial year 2022 to 2023.

All businesses, large and small, have a responsibility to respond to the climate and ecological emergency and to play their part in delivering the global action needed to avert catastrophic global temperature rises, and to safeguard and restore the natural world upon which we all depend.

Bioregional is no different. As sustainability consultants we work every day with businesses and public sector partners to help them reduce their environmental impact and to transition to a net-zero carbon future. As a purpose-led organisation, we want to make our own operations as sustainable as possible. We do this to make sure we 'walk the talk', to show it can be done, and to provide clients with insights from our own practical experience.

Our vision for what makes Bioregional sustainable is set out in our One Planet Living Action Plan. Every year, we set goals under each of the 10 One Planet Living principles, with detailed actions, targets, and key performance indicators to help achieve them. This review assesses our progress against the goals that we set ourselves in April 2022, celebrates our successes, and highlights areas that require greater focus in the years to come.

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Sue Riddlestone OBE, CEO and co-founder, Bioregional



As a purpose-led organisation, we want to make our own operations as sustainable as possible. We do this to make sure we 'walk the talk', to show it can be done, and to provide clients with insights from our own practical experience.



One Planet Living

In our work with clients, we always stress the importance of creating a sustainability action plan. This should be a working document that describes a clear vision and sets detailed goals. It should define the actions needed to achieve these goals, and the key metrics to measure success. And, crucially, it should be easy to understand.

The One Planet Living sustainability framework is ideal for this task. It sets a clear overarching vision – a world where people can live happy and healthy lives within the environmental limits of our planet, while leaving space for nature to thrive – and a holistic framework of 10 principles covering each aspect of sustainable living, from health and happiness to zero-carbon energy.

These principles are used by businesses and communities to develop and communicate their sustainability ambition and can be easily integrated with commitments and actions to deliver the Paris Climate Agreement, the UN Sustainable Development Goals, and the UN '30 by 30' Global Biodiversity Framework.

The process of creating a One Planet Living action plan is flexible – always taking account of local circumstances – and highly collaborative, ensuring that every good idea is captured and that the whole organisation feels ownership and responsibility for its delivery.

And it's easily communicable – providing an easy way for us to engage with our staff, our suppliers, and our partners, helping us to take them on our sustainability journey with us.

Bioregional created the One Planet Living sustainability framework in 2003, based on our experiences of helping to develop BedZED, the UK's first large mixed-use sustainable housing development. We offer the framework as a free resource to help anyone to embed sustainability in their home, school, business, or community. In the 20 years since we created One Planet Living, it has been used by housebuilders, businesses, and local authorities in more than 22 countries around the world, spanning six continents. Each year, millions of people live, work, or visit places that use One Planet Living.























Bioregional's One Planet Living action plan 2022/23

With the worst of the coronavirus pandemic behind us and with the opportunity for our teams to work together in new, centrally located offices, 2022/23 was a timely opportunity to refresh our Action Plan following the disruption of previous years.

In July 2022, Bioregional moved its London headquarters from the iconic BedZED eco-village, where our London staff have been based since 2002, to Sustainable Workspace, a shared working space and eco-system for sustainability-focussed businesses in Central London.

Consequently, this has been a transitional year for the sustainability of our own operations. While the opportunity to meet and collaborate with peers has been hugely positive, moving to shared working space owned by a third-party landlord has presented a new set of challenges for us.

This Action Plan is also our first to reflect our new science-based targets to become a net-zero carbon business, which were approved by the Science Based Targets initiative in 2021.

Bioregional is a not-for-profit sustainability consultancy, with a mission to help businesses and communities to respond to the climate and ecological emergency and transition to a net zero future. Through our consultancy work, we help businesses get net zero right, in line with climate science and with no greenwash, and we are experts in planning and delivering sustainable homes and communities.

This review does not include the impact created through this work – we publish our achievements and set out the positive impact that we have each year in our impact review.

This action plan covers Bioregional's UK operations, where Bioregional has around 30 staff working from two sustainable offices, in the Eco Business Centre in Bicester, Oxfordshire, and in Sustainable Ventures, in County Hall, Central London. It does not include its sister organisations in Australia or South Africa.



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Roles and responsibilities

How we manage our One Planet Living action plan roles and responsibilities

While delivering our One Planet Living action plan is a team effort, some colleagues have additional responsibilities.

The coordination and delivery of our action plan was managed by our One Planet Living Lead, Joe Pitts-Cunningham. Each One Planet Living principle has two people taking distinct roles, a 'sponsor' and a 'champion'. The sponsor takes overall responsibility for their principle, and provides support and guidance to the champion, who leads on delivering and monitoring actions taken by the whole organisation.

Each month (except December and August) has a designated One Planet Living principle associated with it. This gives us the opportunity to organise staff engagement activities or external communications campaigns around that principle.



Highlights









Our carbon footprint and SBTi approval

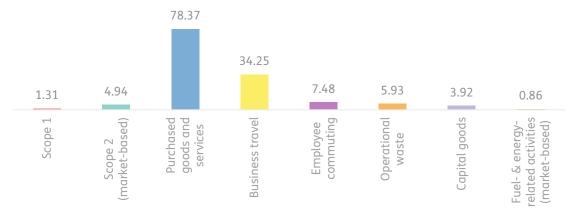
This action plan is the first to include our new science-based target to become a net-zero carbon business.

In late 2021, we undertook a full carbon footprint of our UK operations, to set a strategy to reduce our emissions in line with those needed to limit global heating to 1.5 degrees above pre-industrial levels. These emissions cuts have been approved by the <u>Science Based Targets initiative (SBTi)</u>.

In 2018/19 our carbon footprint (including scopes 1, 2, and 3) was 137 tCO2e.

Our largest impact is from our scope 3 emissions, of which 86% derive from purchased goods and services, and business travel.

Bioregional carbon footprint breakdown (tCO2e)



Our scope 1 and 2 emissions are very low because BedZED, the eco-development where Bioregional had its office from 2002 to 2022, is a highly sustainable building. Our electricity use is comfortably within the top quartile for non-air-conditioned offices in the UK and our scope 1 and 2 emissions represent just 5% of our total greenhouse gas emissions.

Benchmark: Non-air conditioned office Energy intensity (kWh/ m² NLA/ year)	Electricity kWh	Fuels and thermals kWh
25th percentile (good practice)	81	44
50th percentile (typical practice)	113	57
Energy BedZED office	32	54

Source: Bioregional, <u>Better Buildings Partnership 2020 Real Estate Environmental Benchmarks</u>









Our carbon footprint and SBTi approval (continued)

In December 2021, the SBTi approved Bioregional's target to:

reduce our already low scope 1 and scope 2 greenhouse gas emissions – from property, and energy used for heating and lighting – by at least 50% by 2025.

We have also committed to reducing our scope 3 emissions – indirect emissions from manufacturing, supply chains and company travel – even though the SBTi does not require SMEs to do so. We will:

- require 50% of our key suppliers (measured by procurement emissions) to have science-based targets by 2025
- formalise our policies to source materials and products responsibly in Bioregional's employee handbook, and develop and implement a sustainable procurement policy by Q4 2022, and,
- reduce our absolute emissions from business travel by 75% by 2030.

During this reporting period, Bioregional moved from BedZED to a central London workspace. This means we will need to re-baseline our carbon footprint in 2023/24.

Detailed actions to achieve these targets are set out in the <u>Travel and transport</u>, Materials and products, and Zero carbon energy sections of the action plan.









Action to restore the natural world

Bioregional signed the <u>Nature Positive Business Pledge</u>, which was launched by RSPB and IEMA alongside the UK Business & Biodiversity Forum to encourage businesses to commit to halting and reversing their impacts on the natural world.

We signed this pledge too late to include in our 22/23 action plan, but from 23/24 have committed to develop and publish a 'nature positive plan' that will include:

- Running a materiality assessment to identify where and how Bioregional depends on and negatively impacts nature (i.e. biodiversity, ecosystem services, soil and water health, and climate);
- Identifying a nature baseline and assessing our impact on nature relative to this baseline;
- Setting SMART and costed targets to address the business dependencies and impacts on nature. These targets should aim to address direct impacts and along the value chain.

Signatories to the pledge are expected annually to:

- Assess their progress towards delivering the targets set out in the Nature Positive Plan and publish a report on this progress – for example, as part of an ESG report;
- Review the Nature Positive Plan and ratchet up the commitment every three years, increasing the scope or level of impact addressed through the Plan; and
- Undertake an information sharing activity. This could be a webinar, document or other media format that promotes, supports or demonstrates Nature Positive.





Supporting London's transition to a net-zero economy

Bioregional answered a <u>call issued by leading businesses organisations</u>, the <u>Mayor of London</u>, and <u>London Councils</u> for organisations to show leadership in tackling the climate emergency by making their offices net-zero carbon. The pledge commits Bioregional to ensure that the workspace it uses meets the <u>UK Green Building Council's (UKGBC) Net Zero Carbon Buildings Framework Definition</u> by 2030.

This commitment will inform our approach to working with our new workspace provider and its landlord.







Climate Kick-Start programme

As part of the Mayor of London's Climate Kick-Start programme, Bioregional was invited to speak to the next generation of changemakers about sustainability careers.

We spoke at two events – at the Royal Institution with over 300 Key Stage 3 students in attendance, and at Kingston College to roughly 200 students. We chose these events as we wanted to reach schools that had the highest proportion of underrepresented groups.

In our presentations, we introduced the students to our work, spoke to them about their future career goals, and answered their questions about what it's like to work within sustainability.

> Bioregional ambassadors: Senior Analyst Nina Wallace and Senior Communications Officer Keenia Dyer-Williams at the Royal Institution

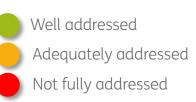




Bioregional 2022/23 action plan: outcomes, actions, targets and results

2022/23 key achievements at a glance

The following sections set out Bioregional's One Planet Living action plan with outcomes, actions, targets, and results under each of the 10 One Planet Living principles.





Ensured staff feel heard and valued through regular Staff Forum and performance awards. Supported staff with cost-of-living payments and allowing all staff to 'sell back' holiday days.





Ran one event on local and sustainable food for World Food Day to promote the consumption of sustainably produced food. Updated our One Planet Living event catering checklist.





Explored how to nurture a more diverse and inclusive culture with quarterly Diversity and Inclusion group meetings and participating in the RACE report.





No business flights taken and cycle to work scheme included in induction material for new starters. All BedZED tour attendees encouraged to travel via sustainable modes of transport.





Maintained a presence at BedZED with a regular programme of public tours. Engaged with young people from local schools on sustainability careers at two GLA Climate Kick-Start events.





Formalised responsible sourcing policies on external printing, one-off and ongoing purchases.





Signed Business for Nature's Call to Action. Hosted two seminars on key land and nature developments for wider business, as well as one land and nature themed half-day.





Tracked the number of items that were donated, recycled and disposed of during office move to reduce our waste. Engaged Sustainable Ventures to understand waste monitoring at County Hall.





Raised awareness of sustainable water resource management with one water-focussed seminar with colleagues.





Committed to our buildings being net-zero carbon in operational energy by 2030 – data not yet available.





Bioregional aims to promote and support high levels of happiness and wellbeing among its employees, clients, and partners

Goal	Actions	Target and indicators	Outcomes 2022/23	Comments
Safeguard employee wellbeing	Support colleagues with the cost-of-living crisis	 Support provided to staff including: access to wellbeing support services cost-of-living payments for the lowest paid staff give all staff the opportunity to 'sell back' five or fewer holiday days 		
	Train and assign a mental health first aider for Bioregional	At least one person is trained as a mental health first aider		Access to professional and confidential support made available through our employee assistance programme
	Provide a restful space for prayer or contemplation at Sustainable Ventures	Space provided		

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Bioregional aims to promote and support high levels of happiness and wellbeing among its employees, clients, and partners

Goal	Actions	Target and indicators	Outcomes 2022/23	Comments
Have a good understanding of staff satisfaction with		Gallup score of 4.3 or more (4.3 in 2021)		Gallup score of 4.3 achieved
their role, working conditions, and company culture	survey	Participation rate of 80%		Participation rate achieved was 83%
Ensure staff access the benefits, employee support, and training that they need or are entitled to	 Continue to offer and ensure all staff are aware of: employee benefits wellbeing and advice services company policies, including flexible and hybrid working staff grades and responsibilities training opportunities through staff inductions and regular ongoing communication 	All staff are aware		
Celebrate and reward excellent performance	Continue to recognise achievements and successes within the team through awarding Bioregional Brilliance (BB) and Marvellous Management (MM) awards to colleagues	BB: 10 awards given each year MM: Four quarterly awards given each year		

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Bioregional aims to promote and support high levels of happiness and wellbeing among its employees, clients, and partners

Goal	Actions	Target and indicators	Outcomes 2022/23	Comments
Provide a forum through which staff can contribute to	Continue to hold regular Staff Forum meetings to enable staff to discuss operational issues	10 meetings per year		
strategic and operational decisions	and company policies, and to feedback ideas to Bioregional's Executive	100% of meetings attended by Executive team		
Create a strong, happy culture at Bioregional through regular events	Continue to organise both a Christmas party and summer awayday	One Christmas party One summer awayday		



Bioregional fosters diversity and equality of opportunity across gender, ethnicity, age, sexual orientation, and disability. We pay all employees a living wage and avoid high levels of income disparity, and ensure our pensions and investments are managed in a socially and environmentally responsible manner

Goal	Actions	Targets and indicators	Outcomes 2022/23	Comments
Promote a culture of diversity and inclusion at Bioregional	Continue regular Diversity and Inclusion group meetings and work on agreed actions	Four meetings per year with all agreed actions taken forward		
Become a more diverse and inclusive organisation	Continue to ensure that all job adverts welcome applications from people from underrepresented backgrounds, and that employee specifications only require formal qualifications for roles where necessary	Diversity and Inclusion policies implemented		
Support the industries in which we work, and the environmental sector as a whole, to become more diverse and inclusive	Promote importance of the environmental sector and opportunities to work in it to school children through the Mayor of London's Climate Kick-Start Programme	Participate in events designed to educate young people in the range of environmental careers that are available		Bioregional colleagues attended and presented at two events

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Bioregional fosters diversity and equality of opportunity across gender, ethnicity, age, sexual orientation, and disability. We pay all employees a living wage and avoid high levels of income disparity, and ensure our pensions and investments are managed in a socially and environmentally responsible manner

Goal	Actions	Targets and indicators	Outcomes 2022/23	Comments
Support the industries in which we work, and the environmental sector as a	 Continue to follow Bioregional's events policy: Never participate in an all-male panel Ensure all Bioregional events have diverse speakers Proactively work with event organisers to find diverse speakers for events 	Diversity and Inclusion policies implemented		
diverse and inclusive (continued) Support the inclusive gather data on environmental	Support the industry-wide RACE Report to gather data on the ethnicity of the environmental, conservation, and sustainability sector	RACE Report data submitted		Data submitted to RACE Report revealed the percentage of non- white staff at Bioregional was 16%, against an industry average of 7%
Fair pay at work	Continue to maintain a flat pay structure at Bioregional	For the highest-paid staff member to earn no more than four times the salary of the lowest-paid		

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Goal	Actions	Targets and indicators	Outcomes 2022/23	Comments
Support a strong and	Continue to support local suppliers	At least 60% of suppliers should be local (within 30 miles of our offices)		At BedZED, 90% of suppliers were local. We will audit Sustainable Ventures in 23/24
equitable local economy	Continue to ensure our suppliers pay their staff fairly	100% of our suppliers in London to pay the London Living Wage		Achieved at BedZED. We will pick up with Sustainable Ventures in 23/24



At Bioregional we nurture a culture of sustainability among our employees and clients. We're active in our communities at our London HQ and in Bicester

Goal	Actions	Targets and indicators	Outcomes 2022/23	Comments
Support and maintain a presence within the BedZED community and in Hackbridge	Continue to promote and run educational tours of BedZED Continue to participate in London Open House	Hosting at least one monthly tour, in addition to Open House Friends events and official Open House tours		24 tours were carried out during the year, hosting a total of 561 visitors
Help create a friendly and collaborative culture at Sustainable Ventures	Regularly participate in community activities at Sustainable Ventures, and proactively explore areas of collaboration with fellow tenants	Six meetings and events throughout the year with other eco-system businesses		
Forge links with schools in London and raise awareness of sustainability issues and jobs within the sector among young people at local schools	Promote importance of the environmental sector and opportunities to work in it to school children through our partnership with the Greater London Authority	Participate in events designed to educate young people in the range of environmental careers that are available		Bioregional colleagues attended and presented at two events
Support a happy and healthy local community	Find a local volunteering project and encourage Bioregional staff to support it	Garden supported, participate in the Mayor of London's Climate Kick-Start Programme		
Learn about non-Western approaches to sustainability	Speaker presentation on non-Western sustainability approaches	At least one project seminar on this topic per year		



At Bioregional we source materials responsibly and eliminate use of materials associated with the destruction on natural habitats or farmland. We appreciate nature and find ways to connect with it

Goal	Actions	Targets and indicators	Outcomes 2022/23	Comments
To raise awareness, understanding and appreciation of nature and biodiversity	Continue running events designed to raise awareness and appreciation of nature/biodiversity	Two events to be run yearly - no attendance target as extracurricular		
To create opportunities for staff to connect to nature	Continue to make staff aware of dates, events, and literature relating to land and nature through the year	Ad-hoc, no specific targets		
	Organise a land and nature-themed half day once yearly (e.g. tree planting - urban beekeeping - Grounded Ecotherapy)	One event each year		
	Continue to identify and get staff involved in participating in at least one national 'citizen scientist' campaign every year, eg RSPB's annual Bird Watch in January	75% of employees to participate		
	Rehome BedZED office plants during move	All plants rehomed		

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At Bioregional we source materials responsibly and eliminate use of materials associated with the destruction on natural habitats or farmland. We appreciate nature and find ways to connect with it

Goal	Actions	Targets and indicators	Outcomes 2022/23	Comments
Ensure we can advise clients on best practice to protect land and nature across their whole business operations	Provide regular updates on key land and nature developments for colleagues	Two seminars per year		
Support country and sector- level movements to reverse nature loss this decade	Sign <u>Business for Nature's Call to Action</u>	Call to action signed		Commitments made under the call to action will be reflected in Bioregional's 23/24 OPAP



Bioregional takes responsibility for minimising the amount of water that we use in our workplace

Goal	Actions	Targets and indicators	Outcomes 2022/23	Comments
Consume water at	Continue to record and measure quarterly and annual water consumption. Publish water consumption data annually	Reach RIBA 2025 target for office water use (<13 l/p/day)		At BedZED, our measured water use was around 6.5 l/p/day
sustainable levels	Explore with Sustainable Ventures what data	Ask Sustainable Ventures		
Raise awareness of sustainable water resource management, including the consumption of water at sustainable levels	Hold a water-focussed seminar with colleagues, give tips on reducing water use in the home and office	One seminar per year		



Bioregional supports sustainable farming methods which protect and enhance biodiversity and soil. We encourage food growing and promote diets low in animal products

Goal	Actions	Targets and indicators	Outcomes 2022/23 Co	mments
All Bioregional catering for events is vegan and provided by local, sustainable food caterers	Continue to ensure the One Planet Living checklist for event catering is up to date and ensure all staff know about it	All staff are aware of and implement Bioregional policy		
Promote consumption of food that is sustainably produced, high in vegetable protein and plant-based	Run internal events designed to engage staff on the theme of local and sustainable food	One event in October (for World Food Day)		
	Share reviews of vegan recipes and ingredients with colleagues	At least 75% of colleagues have shared recipes or reviewed meat-free products		



We aim to reduce our carbon footprint from travel as much as possible. We'll make it easy and attractive for employees and clients to walk, cycle and use public transport

Goal	Actions	Targets and indicators	Outcomes 2022/23	Comments
	Conduct a staff commuting survey to establish baseline and target	50% staff travel by sustainable modes of transport (eg: cycle / public transport / electric car)		Circa 93% of staff journeys are made using more sustainable modes of transport
Reduce the need to travel to	Continue to offer and promote a cycle-to-work scheme	All new starters are made aware of cycle to work discounts available		
meet our SBTi scope 3 target to reduce absolute emissions from business travel by 75% by 2030	Continue to track and minimise the need for flying for work	100% of visitors to BedZED aware of sustainable modes of transport		
	Continue to ensure all visitors are encouraged to use non-car ways of reaching BedZED for tours by sending them links to up to date 'how to get here' information on our website	75% reduction of business travel against pre-pandemic levels		No flights taken in 22/23



Bioregional reduces the need for products and materials as much as possible. We support a circular economy. We buy recycled and repaired products as often as we can

Goal	Actions	Targets and indicators	Outcomes 2022/23	Comments
Use products and materials that come from sustainable sources in our new working environment	Review products and materials, and suppliers we use following move to Sustainable Ventures	All suppliers to meet relevant sustainability criteria		Engagement with Sustainable Ventures is ongoing
	Engage office manager at Sustainable Ventures on sustainable procurement and using sustainable suppliers in alignment with global carbon emission reduction targets	Key suppliers, representing at least 50% of our procurement emissions will have science-based targets by 2025		Engagement with Sustainable Ventures is ongoing
	Establish a supplier charter for procurement of products and services if needed	Supplier charter created - by Q4		
Increase staff awareness and understanding of sustainable sourcing and sustainable use of materials and products	Continue to engage staff on responsible sourcing and practices supporting the circular economy (Suggestions: fashion swap, impacts of fashion, repair cafe, talk from Remade network)	Hold one event on responsible sourcing and practices supporting the circular economy		Held an all-staff meeting focused on responsible sourcing Created a padlet for staff to share their sustainable product recommendations



We're aiming to achieve zero waste to landfill from all operations, and to support suppliers to achieve the same

Goal	Actions	Targets and indicators	Outcomes 2022/23	Comments
To reduce waste in Bioregional's own operations and seek to reduce consumption, to reuse and to recycle	 Work with Sustainable Ventures to understand: What waste monitoring is currently done and what more can be done Establish a way to track Bioregional's waste for SBTi Whether waste audits are done 	By end of 2022/23, have relevant information in place		Have initiated a conversation with Sustainable Ventures. A board on the office's waste and recycling processes is displayed for members in the kitchen
To reduce waste occurring during Bioregional's office move	During office move, maintain a count of items that are donated / recycled vs disposed of general waste To be checked in September 2022	% of office items donated % of office items sent for recycling % of office items disposed to general waste		10% of office items were donated, 85% were sent for recycling, and 5% disposed to general waste



We will become a net-zero carbon organisation. Our operations and supply chains are energy efficient and we power all operations and supply chains through renewable energy

Goal	Actions	Targets and indicators	Outcomes 2022/23	Comments
To move towards zero carbon in the buildings we use by saving energy and using renewable energy sources	Engage Sustainable Ventures to determine what data exists to allow us to measure and report our office electricity, heating, and cooling energy consumption using metered data	Bioregional commits to our buildings being net-zero carbon in operational energy by 2030 Energy consumption (by fuel)		No data available
Become a net-zero carbon organisation, as defined by the SBTi	Establish baseline for new London office and compare with other office energy benchmarks and target reductions as appropriate	 Bioregional commits to reduce absolute scope 1 and 2 GHG emissions from a 2018 baseline by 50% by 2025 Onsite renewable energy (kWh and % total energy) Offsite renewable energy (kWh and % total energy) Total renewable energy (kWh and % total energy Direct greenhouse gas (GHG) emissions (Scope 1) (GRI) Indirect greenhouse gas (GHG) emissions (Scope 2) (GRI) Greenhouse gas (GHG) emissions intensity (GRI) (tCO2e/m2 or tCO2e/employee) Energy intensity (kwh/m2 or kwh/employee) Change in energy use intensity across the office 		Not possible due to lack of data

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We will become a net-zero carbon organisation. Our operations and supply chains are energy efficient, and we power all operations and supply chains through renewable energy

Goal	Actions	Targets and indicators	Outcomes 2022/23	Comments
Become a net-zero carbon organisation, as defined by the SBTi (continued)	 Working with our landlords and energy suppliers on zero-carbon energy initiatives, including SSE and TownSq for our Oxfordshire office at the Elmsbrook Eco Business Centre, and Sustainable Ventures for our London HQ at County Hall. Initiatives include: Engage Sustainable Ventures on heating, cooling and ventilation systems decision-making for fifth floor, considering electric heating running on renewable electricity, and larger infrastructural initiatives such as renewables-led district energy systems, and funding opportunities to implement these e.g. through the Greater London Authority and central government departments Ensuring we are supplied (as part of our tenancy) with electricity from credible zero-carbon tariffs with relevant REGOs provided Engaging stakeholders on setting up Power Purchase Agreements (PPAs) with energy providers to ensure additionally of renewable electricity Conducting feasibility study into solar PV installation on rooftop of County Hall, considering suitable roof space, estimating potential renewable electricity generation, and helping stakeholders with design, procurement and planning permission 	Power purchase agreements are in place		Engagement with landlords continues

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