

HAYNE HOUSE SUSTAINABILITY PLAN

Reporting period: January to December 2021

At Hayne House we know that there is a long way to go to make the wedding industry more environmentally friendly. We believe we have a responsibility, as a business, to reduce our carbon emissions and bring awareness and change to our industry.

As a venue we believe we have a role to play in the following 3 areas:

- 1) Tackling our emissions and wedding waste
- 2) Helping our couples make more sustainable choices
- 3) Working with our suppliers and other industry partners to increase sustainable initiatives and raise industry standards

Fundamentally, sustainability is at the core of each and every action and decision.

OUR NET ZERO AMIBITIONS

Net Zero pledge:

We have joined the UN Race to Zero and pledged to be net zero by 2030, including scopes 1, 2 and 3.

We have pledged to halve our emissions by 2025.

DISCLOSURES

Restatement of information: our total emissions for the base line was 32.64 Co2e (Tons) and not 26.85 Co2e (Tons). This is because some of our commuting emissions had not been fully accounted for, as we have now added an average commute per event for casual staff. This has now been rectified and will be accounted for going forwards. The correct figures have been included in this report for future comparability.

Our approach to Scope 3:

Whilst we have accurate data for our scopes 1 and 2, we currently have limited data to assess scope 3. We are measuring what we can, adding data year on year as we gather it in more detail. We are tackling our supply chain supplier by supplier, reducing our impacts by choosing responsible suppliers and encouraging our existing suppliers to adopt better environmental practices. As more and more data becomes available we will be able to be more accurate with our scope 3 emissions.

Carbon Neutral and offsetting: we are officially “carbon neutral”, as we offset 100% of our emissions. However, we see this as a temporary solution until our emissions can be reduced to nil. In the meantime, we choose gold standard offsetting schemes and work with local wildlife conservation regeneration partners.

Changes to our emission reduction strategy: whilst our emission reduction targets remain the same, the strategy to achieve them may change as we learn more from our data and subsequently prioritise different emissions reduction strategies. This was the case with our intended heat pump installation in the orangery. After more accurate data collection during this period, we realised that a larger proportion of the LPG emissions from the orangery came from the caterer’s cookers. Therefore, we have prioritised other

emission reduction strategies that would be more effective such as replacing the gas cookers with induction hobs and bringing forward the emission reduction strategy within the hunting lodge heating system to reduce our overall emissions faster and more efficiently.

Reporting Methodology: our report has been prepared using UK Government 2021 GHG Conversion Factors for Company Reporting. Our data is collected and compiled internally and verified internally by a member of the team holding an IEMA accredited Carbon Management certification. For more details on our methodology, please contact us.

Base line: 2019 was chosen as our base year as it showed a mature level of business activity and was the year with the most available data before the covid disruptions.

Reporting Period: our reporting period runs from January to December, with 2021 being our first report since our baseline calculation. Our emissions are reviewed on a yearly basis with a comparison year on year for comparability.

Reporting standards: it is our intention that future reports are made in accordance to the GRI standards. In the meantime, we have prepared this report based on the GRI standard's core principles.

REASONS FOR CHANGES IN EMISSIONS

Due to the covid disruptions we only started hosting weddings in June 2021 so the reporting period does not represent a typical January to December year. We did however within that period host a record number of weddings, hence why some emissions increased such as staff commuting.

Our waste emissions decreased in this period due to the introduction of new waste streams, better staff training, and introduction of on-site composting facilities for our food waste and floristry waste.

Electricity emissions decreased due to measures taken such as the introduction of LED lighting, staff training. However, we were not running weddings until June so despite having a high volume of weddings in the period these were concentrated in summer months with more daylight so this may have had an effect the figures.

Orangery scope 2 heating emissions decreased because with more accurate data collection we were able to separate the gas used between the orangery heating and the catering equipment. The catering equipment is now in scope 3 emissions and as a result our orangery heating emissions are more accurate.

OUR SUSTAINABILITY PLAN INCLUDES

- 1) Our Recorded Emissions
- 2) Offsetting
- 3) Our Efforts So Far
- 4) Looking forward: short term to long term plans
- 5) Targets for the next reporting period

1. OUR RECORDED EMISSIONS

When recording our emissions, in order to accurately record our data, these were broken down into three scopes using 2019 as our base year.

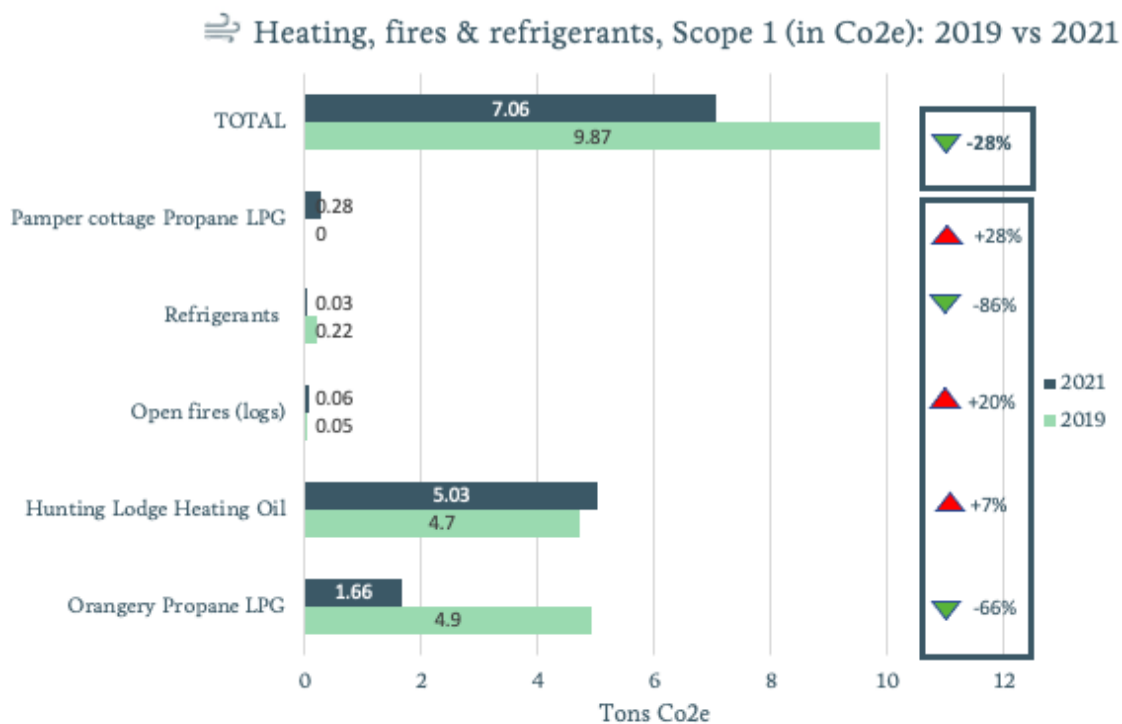
Scope 1

Includes all our direct emissions, including the heating of the Orangery, heating of the Hunting Lodge, use of fires & the refrigerants onsite.

The graph illustrates the amount of greenhouse gases released from each area of our venue over a 12-month period Jan to December 2021 compared to Jan to December 2019.

Notes:

- We moved our office into the main hunting lodge in 2021 hence why this is no longer listed as separate emission source (compared to the 2019 baseline report).

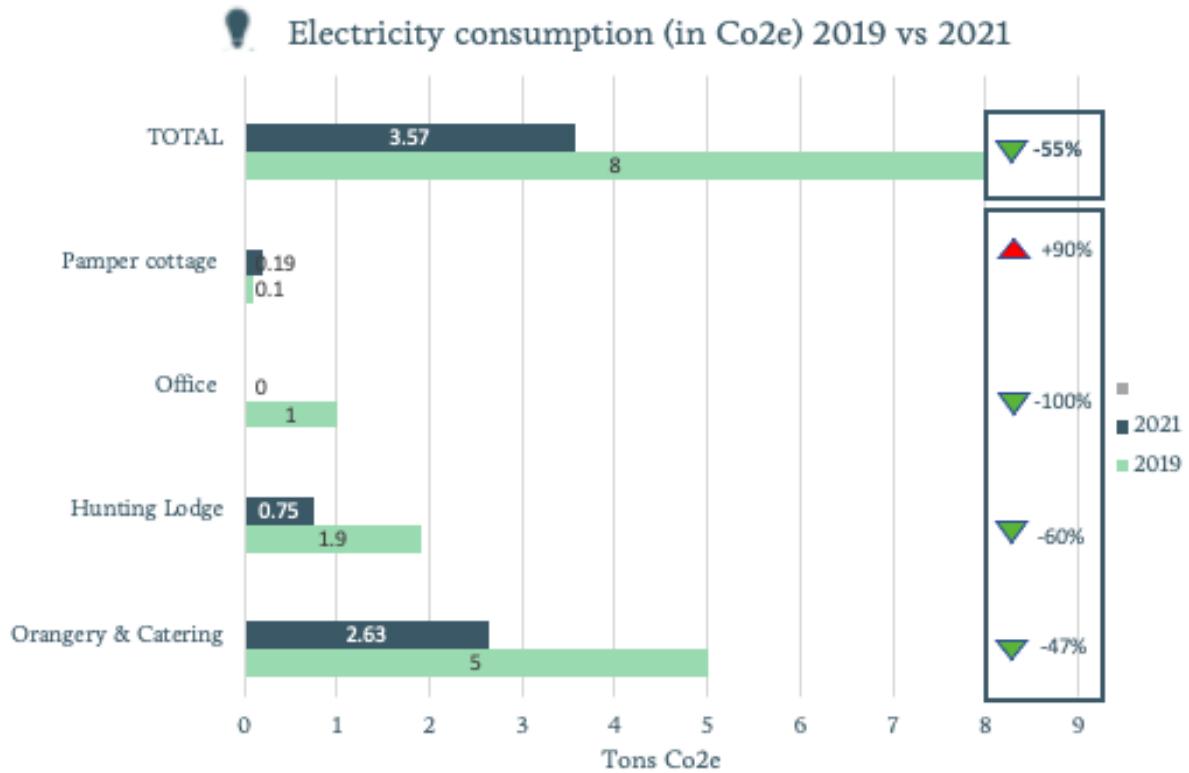


Scope 2

Includes all our indirect emissions which included our energy usage. The graph illustrates the amount of greenhouse gases released from our venue over a 12-month period from Jan to December 2021 compared to Jan to December 2019.

Notes:

- We moved our office into the main hunting lodge in 2021



Scope 3

Includes all our other emissions, these are the results of activities from assets not owned or controlled by the company. We have included our team’s commuting, our water usage, our waste disposal, and our caterer’s propane gas usage.

We continue to work throughout our supply chain and have set targets with our main suppliers which we are now monitoring with them.

Each graph has data taken from Jan to Dec 2019 emissions and compares with data taken from Jan to Dec 2021.

We did not measure transmission and distribution emissions associated with grid losses in 2019 so this has been added and will be accounted for in subsequent reports.

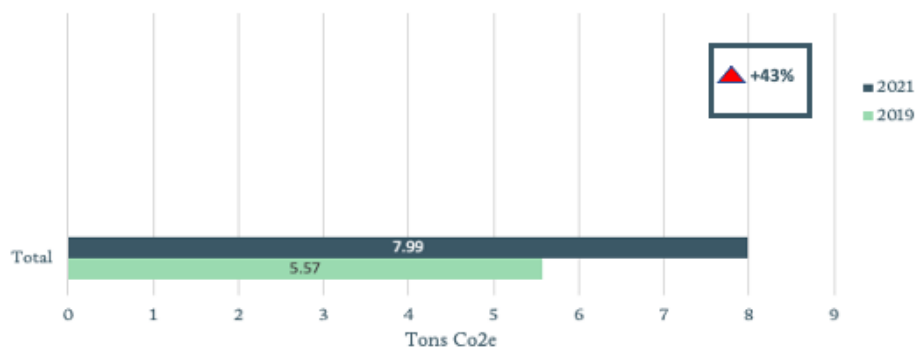
Staff commuting

This graph highlights our commuting greenhouse gas emissions.

Notes:

- Not every staff member works five days a week and this graph reflects that
- We didn’t include an average bar staff commuting figure on the 2019 report but have now included it going forward
- We included more staff in 2021 as our team has grown.

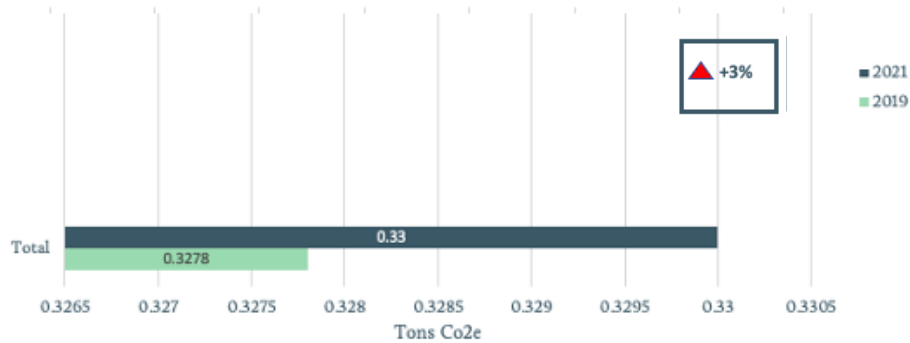
 Staff commuting emissions, Scope 3 (in Co2e): 2019 vs 2021



Water consumption

This graph shows the amount of Co2e produced from our water usage over a 12-month period Jan to Dec 2019, compared to Jan to Dec 2021.

Water usage emissions, Scope 3 (in Co2e): 2019 vs 2021

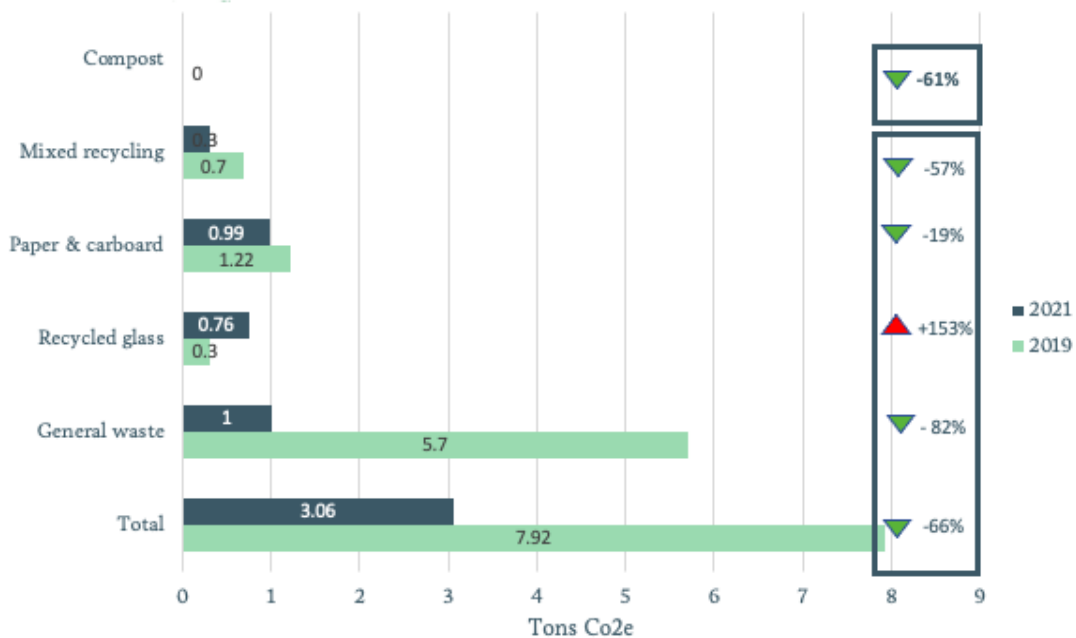


Waste disposal

This graph shows the amount of Co2e produced from our waste disposal over a 12-month period Jan to Dec 2019, compared to Jan to Dec 2021.

From 2021 onwards, our general waste no longer went into landfill but is turned into energy, bringing down our Co2e emissions. We also introduced composting facilities on site which reduced our general waste.

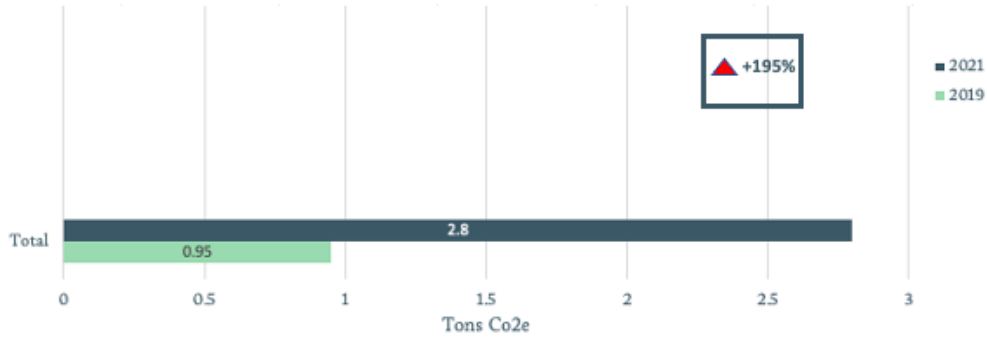
Waste disposal emissions, Scope 3 (in Co2e): 2019 vs 2021



Caterer's Propane Gas

This graph shows the amount of Co2e produced from our caterer's propane gas usage over a 12-month period Jan to Dec 2019, compared to Jan to Dec 2021.

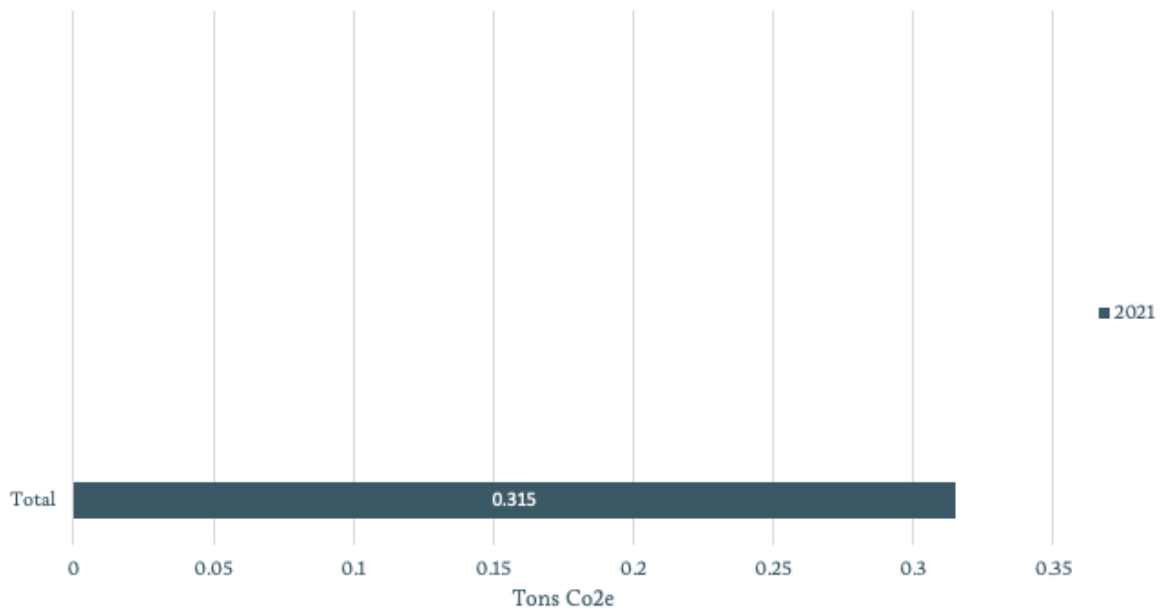
Caterer's propane Gas emissions, Scope 3 (in Co2e): 2019 vs 2021



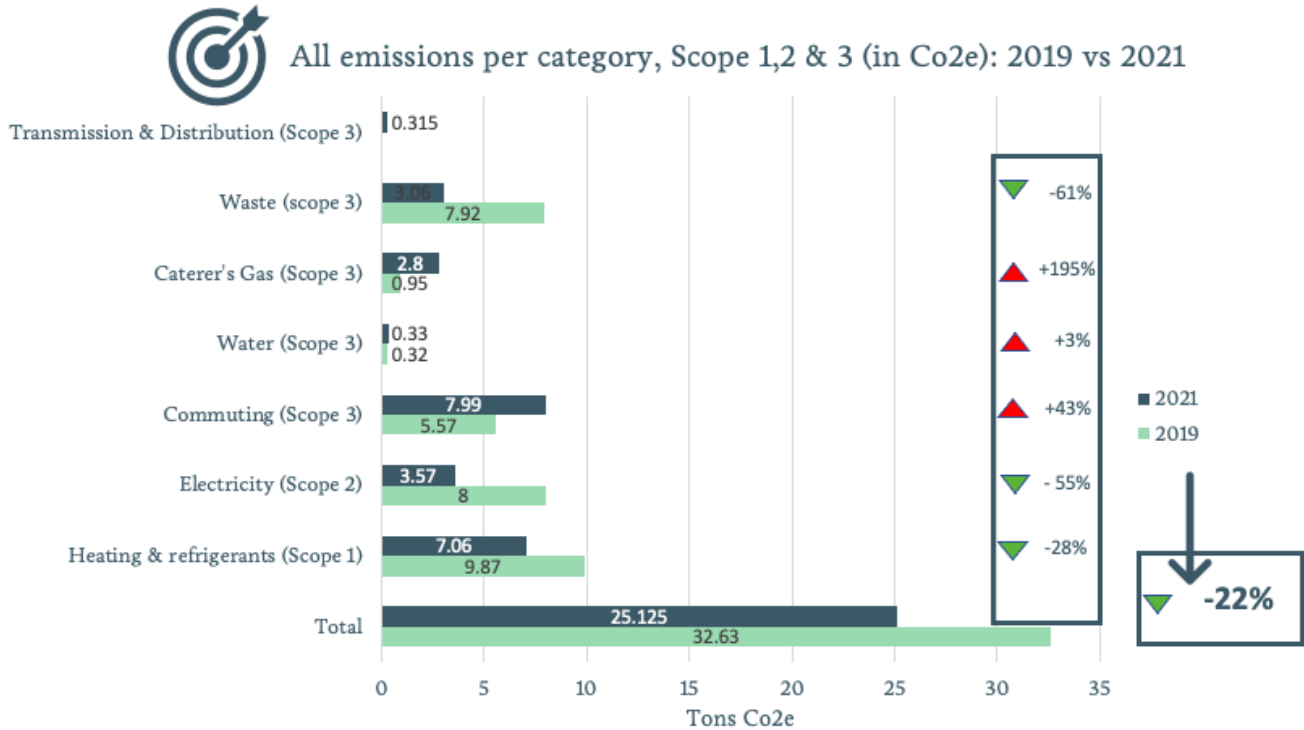
Transmission and distribution (grid losses)

Amount of Co2e from transmission and distribution (grid losses)

Transmission & Distribution emissions, Scope 3 (in Co2e): 2021



TOTAL EMISSIONS FOR THE PERIOD COMPARED TO BASE LINE: Scopes 1,2 and 3



2. OFFSETTING

In total we produced 25.125 tonnes of greenhouse gas emissions in 2021.

As a **temporary solution**, we will offset these, as our focus is to bring emissions as close to nil as possible as opposed to simply offsetting.

The companies we have chosen to work with are as follows:

Ecologii: for all team commuting emissions

UK Carbon Footprint and Kent Woodland Trust (Wilder Carbon): for all other CO2e emissions produced by the venue and fundraising proceeds.

Our goal is to eventually be carbon positive, whereby we are taking out more carbon in the environment than we are producing.

We are looking to invest in local projects by The Kent Wildlife Trust, in order to give back for every wedding we do and be heavily involved in the projects.

3. OUR EFFORTS TO DATE

We have identified three core areas where we have a role to play to bring change beyond our own emissions reduction:

Emissions Reduction

- Replaced rear windows in the Hunting Lodge to start the process of making it more energy efficient
- Replaced all lighting with LED lighting
- Switched all our procurement to local suppliers to cut down airmiles and support neighbouring businesses
- Reviewed all our waste streams and created an on-site composting area for bar and kitchen food waste
- Implemented additional staff training and signage on waste
- Implemented a waste tracking system to review our output which is reviewed by nominated recycling monitors
- Introduced a florist waste system so that foliage goes to the compost
- Are having ongoing discussions with our caterers about how to reduce food waste
- Incorporated more locally produced wines, spirits, and soft drinks into our drink's packages.
- Have regular training for staff to implement our sustainability action, share the importance of sustainability and ask them for their feedback.
- Became officially 'carbon neutral' through the means of offsetting, as a temporary measure until we reduce our emissions.
- For every wedding we host we sponsor a quarter acre of a rainforest through, [Rainforest Concern](#).

Helping our customers make more sustainable choices

- We introduced a new initiative for our couples called "A Wedding Doesn't Have To Cost The Earth" to encourage them to make more sustainable choices in exchange for rewards and prizes. (See more details on our website). We are proud to report that almost 35% of couples have taken up the initiative to date.
- Created a [database of resources](#) for our couples so that they can choose easy eco-alternatives for their wedding day.
- Modified our [suppliers list](#) to pinpoint to our couples the suppliers with sustainable ethics and those near Hayne House.

Working with our suppliers and other industry partners to increase sustainable initiatives and raise industry standards

Supply Chain Work

- Changed all toiletry products used onsite to eradicate single use plastic and reduce plastic in general, i.e, Who Gives a Crap for toilet paper and Miniml for refillable toiletries station.
- Prioritising buying second hand or refurbished where possible, for example buying refurbished IT equipment and working with local furniture company to refurbish our existing furniture or furniture that we have bought second hand
- Started the creation of a suppliers scoring chart whereby we can review our suppliers systematically each year and monitor their progress year on year
- Started an in depth sustainability scoring review with our main suppliers such as caterers and helping them take specific actions and measure them. For example tracking certain changes such as menu presentation to promote meat free dishes, reporting their waste, reduce single use items such as cling film etc

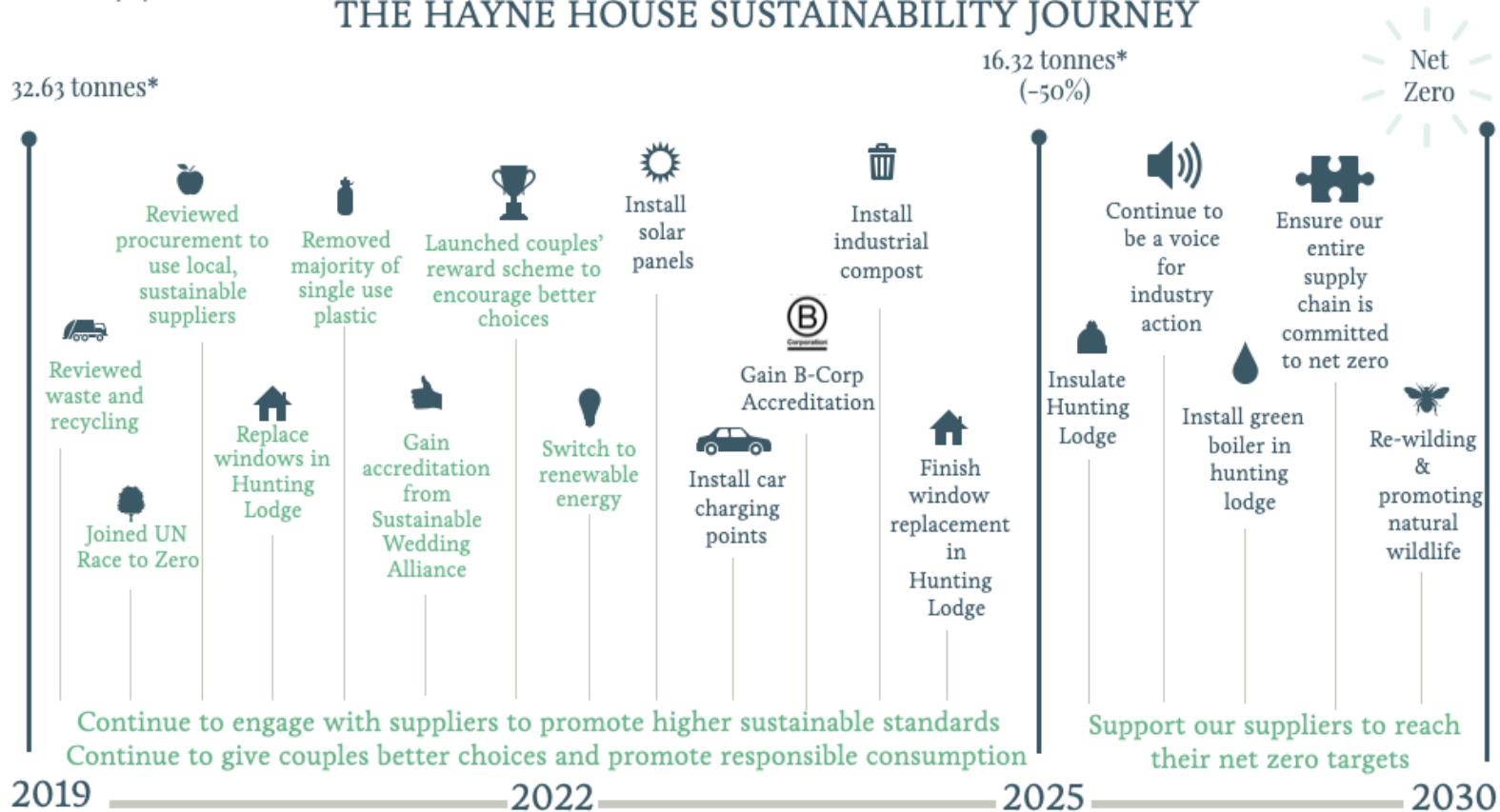
Industry work

- The department for Business, Energy and Industrial Strategy asked us to be a showcase for their SME campaign to highlight best practice and how we are tackling weddings and sustainability.
- In July 2021 we became a partner member of the [Sustainable Wedding Alliance](#). Undergoing their assessment, we were the first venue to pass and receive certification.
- Hosted events within the wedding industry to raise awareness with the support of the Sustainable Wedding Alliance
- Hosted events outside our industry and shared our efforts in the race to zero to encourage local SMEs to take action.
- Take part in webinars as guest speakers or as panellists on net zero for small business topics, such as UN Global Compact, The Sustainable Wedding Alliance, Kent & Medway Business Summit 2022, BrideBook.
- In November 2021 we won the Sustainable Business Award of the year at the Kent Wedding Awards

4. LOOKING FORWARD

*of emissions per year

THE HAYNE HOUSE SUSTAINABILITY JOURNEY



THE NEXT 24 MONTHS:

By December 2023, we aim to have taken the following action:

ENERGY

- Reduce overall energy emissions by a further 50% by December 2023
- Switch to a 100% renewable energy supplier in the hunting lodge in January 2022
- Switch the orangery to a 100% renewable energy supplier in summer 2022
- Installing light sensors in common areas to reduce our electricity consumption
- Start installing solar panels to power the orangery and hunting lodge
- Install at least 1 EV Charging point

CARBON EMISSIONS

- Reduce emissions from heating oil in hunting lodge by 25% by December 2023:
 - o Upgrading more of the Hunting Lodge's windows to ensure better insulation
 - o Replace draughty doors and increase insulation in key areas
 - o Install better heat control systems

- Install a combined energy heating system to reduce oil usage in favour of less emitting heating system
- Invest with a local carbon offsetting initiative and take part in volunteering days

WASTE

- Reduce glass waste by 25% by the end of 2024
- 100% target for accurate waste recycling by team to reduce waste emissions in landfill

RESPONSIBLE CONSUMPTION / BEHAVIOUR CHANGE

- Continue to help couples make more sustainable wedding choices through our dedicated online resource platform
- Encourage more couples to take up our “A Wedding doesn’t have to cost the earth” scheme, and analyse results from its first year with a view to refining it
- Ensure that all styled shoots bookings are promoting being sustainable consumption and brands
- Continue to establish the message that having an eco-friendly wedding can be chic and cost effective through social media, blogs and partnerships

PROCUREMENT

- Get our herb and vegetable garden established for bar use at weddings
- Create our own bespoke toiletries refill stations
- Increase the proportion of local spirits sold to 30% (currently less than 1%) by Dec 2022 (currently under 1%)
- Increase the proportion of beer sold to 30% (currently less than 1%) by Dec 22 (currently under 1%)
- Increase the proportion of sparkling wines sold to 5% (currently 2.5%) by Dec 22 (currently under 1%)
- Increase the proportion of still wines sold to 5% (currently 2.5%) by Dec 23 (currently under 1%)

SUPPLY CHAIN

- Working with supplier to raise awareness and encourage them to adopt more sustainable practices by taking part in specific campaigns
- 100% of our suppliers to be mapped and scored by December 2022
- Measure caterer’s waste to gather data so that we can tackle our scope 3 emissions emanating from caterers’ waste
- Gather data from caterers regarding menu choices to set future targets
- Work with our cleaning contractors to ensure that at least 50% of their products are the most sustainable options
- Work with our gardening contractors to track emissions emanating from their mowers so as to gather data for our scope 3 emissions
- Work out emissions emanating from bedding laundry and table linen so that we can gather data and tackle our scope 3 emissions

WATER

- Install a water butt for our herb garden
- Install push taps on all the taps to reduce our water consumption

- Increase the capacity of our grey water system to be used to flush the orangery toilets to reduce our water consumption
- Reduce our water consumption by 5% by 2025

OUR PEOPLE AND WORKING WITH THE INDUSTRY

- Offset all team commuting emissions
- Continue to train and incentivise our team thoroughly as they are key to ensuring the best practices day to day
- Find new ways to make use of the venue as a platform for collaboration and partnerships with other wedding professionals to increase sustainability in our industry
- Use The Orangery as a venue for raising awareness with sustainable talks, meetings and events

THE LONG-TERM PLAN: 2022 TO 2030:

- Finish all new windows installation in the Hunting Lodge
- Insulate the Hunting Lodge
- Replace Hunting Lodge boiler with a greener initiative
- Install 3 electric car charging points onsite
- Increase our water harvesting capacity within the gardens
- Look into installing an industrial sized composting system
- Increase solar panels
- Rewilding of areas to encourage natural wildlife
- To have a clear and transparent accreditation process for suppliers and partners
- Continue to work with other business and leaders within the sustainable world to promote sustainable practices and consumption
- Continue to promote sustainable consumption amongst our couples and encouraging them to offset emissions that they cannot reduce (for example guests travelling to and from the venue)

Thank you for taking the time to read our sustainable policy, we are happy to discuss any aspects of this plan anytime. Please just email us at – enquiries@haynehouse.co.uk