



Bioregional

One Planet Living
goals and guidance
for companies and
organisations



One Planet
Living®

A framework
by Bioregional

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Front cover image: Solar panels on B&Q's store in Swindon. B&Q has been a One Planet Community since 2007.



Section One: One Planet Living



What is One Planet Living® and who is it for?

One Planet Living is a way to make it easy and attractive for everyone to lead happy and healthy lives within the environmental limits of our planet.

It is a simple framework which enables you – whether you are a member of general public or a professionals – to collaborate on a sustainability strategy which draws on everyone’s insights, skills and experience. It is based on ten guiding principles of sustainability which we can use to create holistic, joined-up solutions.

Who is this document for?

This document is for any company or organisation (including local governments) that wants to design or transform its customer offer, operations and supply chain, so that it becomes truly sustainable. You may be a small company, a multinational, a non-profit or public sector organisation. It shows you how One Planet Living can provide a framework for action in any sector – manufacturing, retail, service industry or a local government body for your own services.

This document describes the process for co-creating a One Planet Action Plan with your stakeholders.

Understanding One Planet Living

We only have one planet Earth, but as a society we’re living as if we have several planets and consuming in ways that cannot be sustained. That means a lot of things have to change. But we also know that if we work together we can enjoy just as much comfort, more security and better health, while leading lives that are enriching, fulfilling and sustainable.

One Planet Living sets out to make this transition. It is a framework and an initiative which grew out of the experience of developing the pioneering BedZED eco-village in south London, UK at the start of the century. The One Planet Living framework, with its ten One Planet Living principles, has since been applied by many companies, communities, destinations and local governments around the world to co-create a pathway to a sustainable future. For more details and inspiration from across the One Planet Living network see www.bioregional.com/one-planet-living

	Health and happiness
	Equity and local economy
	Culture and community
	Land and nature
	Sustainable water
	Local and sustainable food
	Travel and transport
	Materials and products
	Zero waste
	Zero carbon energy

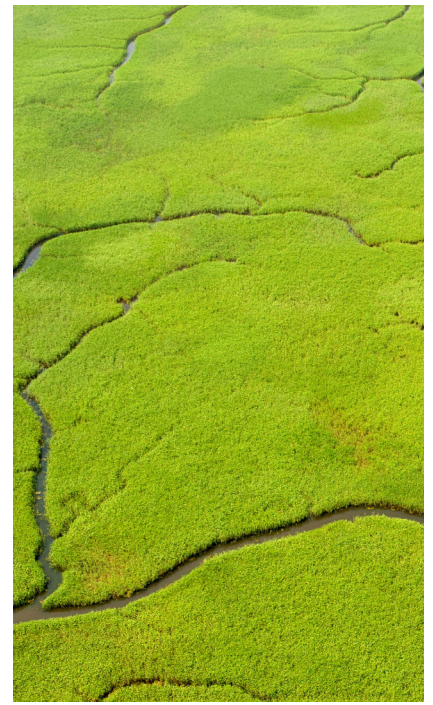
Sustainable carbon footprint

We know that humanity is warming the earth and changing the climate by putting carbon dioxide and other 'greenhouse gases' (eg methane from agriculture or HCFCs in refrigerants) into the atmosphere, where they trap more and more heat as their concentrations build up. Scientists agree that we have to radically reduce our output of these gases if we are to limit the risk of dangerous changes in the climate. The bulk of greenhouse gas emissions comes from burning coal, oil and gas for energy, but some forms of farming and cement manufacture also make a big contribution.

Over the past 200 years we have built a global economy based on fossil fuel energy so carbon emissions are all around us, embedded in the products and services we use. [Planetary Boundaries](#) analysis suggested that we have already exceed the safe limit of 350 parts per million (ppm) of CO₂ in the atmosphere as current levels are over 400 ppm. At the Paris Climate Summit in 2015, world leaders agreed that the increase in global average temperatures should be kept well below 2°C from pre-industrial levels, with a 1.5 °C limit recognised as preferable.

Yet global emissions are on a trajectory which makes it highly unlikely we can keep the temperature rise below 1.5 °C unless we rapidly accelerate the rate at which we decarbonise around the globe. This will cause changes in climate, ice cover and sea level which are destructive and dangerous. To stay under 1.5 °C, we cannot afford to release any more greenhouse gases into the atmosphere, so we must move to zero carbon as soon as possible.

Many companies have committed to reducing their carbon footprint by 90%. As a small company or organisation you may simply identify your main carbon impacts and tackle these. For larger companies, if you want to find out more detail on setting a carbon target, the [Science Based Targets](#) initiative provides sector-based guidance to calculating carbon targets.



What is a One Planet Company?

A One Planet Company acts as an inspiring example of sustainability. You ensure your products and services help your customers lead happy and healthy lives within a fair share of the earth's resources. You aim to reduce the impact of operations and collaborate with your suppliers on sustainability.

Therefore One Planet Companies address the impact of the following key areas and activities:

- Products and services
- Operations
- Suppliers

The One Planet Living principles provide a holistic approach to sustainability which can be applied to any type of company. If you supply consumers directly (as a business-to-consumer company, B2C) you ensure that all your products and services help your customers live happy, healthy, sustainable lives. If you are a business-to-business (B2B) company, you think about the main impacts of your industry sector and support your business customers to supply products and services which also help consumers move towards more sustainable lifestyles.

While we encourage you to create actions across all ten One Planet Living principles, we understand that, depending on your sector, some principles may be more significant to you. We also recognise that you will not be able to tackle all of the sustainability issues to the same degree at once. Every company and organisation is different. If you are an engineering or energy company, carbon emissions may be most significant. If you are a retailer, it might be whether your products are made from sustainable timber or recycled products. We encourage you to take time to understand your greatest impacts – for example by completing a ‘materiality assessment’¹. The [Global Reporting Initiative](#) provides a useful reference. But also remember – your business will impact on all of the ten One Planet Living principles in one way or another, so start where you can and then embrace all ten of the principles.

Governance in a One Planet Company

One Planet Companies recognise the significance of a good governance structure on which to build a sustainable business. Be transparent about your governance structure, how decisions get made, and about pay and benefits at all levels. Consider a charter or a code of conduct which outlines your values, ethical business practices and policies, such as anti-corruption procedures, fair tax policy and lobbying policy. Make this publicly available and train your employees in your policies and procedures. Share your charter or code with your suppliers and encourage them to implement their own code.

¹ Read more about ‘materiality’ in the next chapter ‘Writing your One Planet Action plan’.





Regularly engage with stakeholders to ensure you are considering their needs, wants and expectations.

In order to implement a successful sustainability programme, everyone needs to be involved but it is important that senior staff are accountable for meeting One Planet Living goals and targets. Perhaps your CEO can make a public commitment and assign accountability to a member of your board or directors to show your whole organisation that sustainability is a priority. You may also wish to consider establishing a One Planet Living leadership group, and assigning responsibility for each principle to a One Planet Living champion who can engage other staff and help embed sustainability.

By meeting up regularly as part of a leadership group, these champions can also share best practice and learning with one another. There may also be opportunities for collaborative projects across principles. For instance, your Health and happiness champion can work with your Local and sustainable food champion to get more local, sustainable, healthy food into your canteen.

One Planet Living and other sustainability frameworks

There are many sustainable business initiatives for both small and large companies in different sectors that you can draw on to help you. For smaller companies ask your peers or join a local green business network if one exists – or start one if it doesn't. For larger companies there are a number of sustainability reporting frameworks available, for example the [Global Reporting Initiative](#) (GRI) or [Dow Jones Sustainability Index](#). There are also a number of emerging benchmarks which measure the sustainability and corporate responsibility performance of a company, for example [Responsible-100](#), [B-Corporation](#) and the [FutureFit benchmark](#). The [ISO 14001](#) standard is an internationally recognised framework that outlines the requirements for an environmental management system. The UN's [Sustainable Development Goals](#) (SDGs) are also very important in helping set the context for business.

Some of these frameworks and standards are strong in certain impact areas, but less thorough on others. Some focus on retrospective reporting, rather than driving ambitious action. However, every system contains relevant and helpful indicators of performance. You may already report to one or more of these frameworks. To ease the burden of reporting and to highlight synergies between these frameworks, we have identified some indicators from other systems under the relevant One Planet Living principles; we have also mapped the One Planet Living principles against the most prevalent frameworks out there – you will be able to find these at oneplanet.com.

Writing your One Planet Action Plan

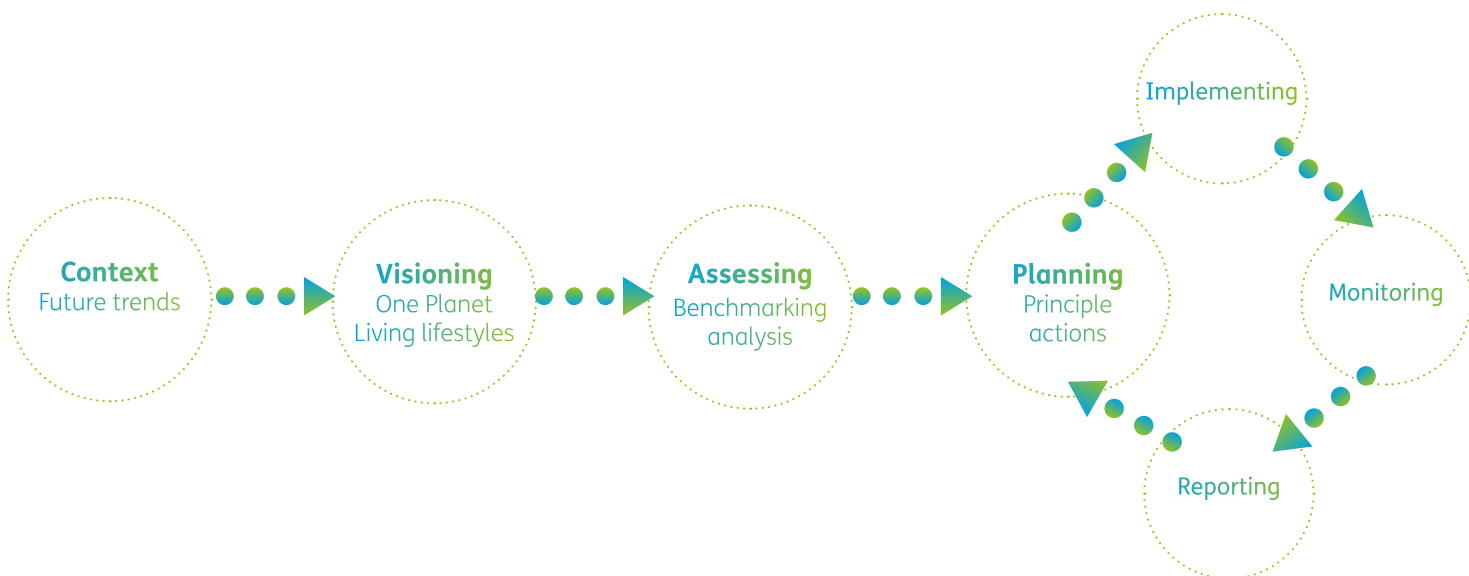
At the core of One Planet Living is your One Planet Action Plan. This document is co-created by you and your stakeholders. It represents a response to the opportunities and challenges of One Planet Living, specific to your business, at the point in time and location in the world you operate. Your One Planet Action Plan is a dynamic document which can be modified and built upon, as both the world around and your knowledge changes. Over time it will become easier and easier to become One Planet Company as knowledge and technology grows to support sustainability.

One Planet Companies have a One Planet Action Plan covering:

- **Setting context:** Future trends, opportunities and challenges
- **Visioning:** One Planet Living products and services, operations and supply chain
- **Assessing:** Gap analysis of current plans and 'materiality assessment'
- **Action planning:** creating and implementing actions under each principle
- **Monitoring:** tracking indicators and targets and continuous learning

The One Planet Action Plan is best created through one or more workshops involving key stakeholders and contributors. It is an iterative process – for example where envisioning how your product or service could help customers live a One Planet Living lifestyle will inform the principle actions and vice versa. You can update it periodically, monitor implementation and report on progress.

We encourage you to make your One Planet Action Plan public by publishing it on the collaborative platform oneplanet.com so that you can share experience, learn from others and crowdsource solutions. There is a bigger purpose behind this: by sharing and working together, we can unlock our collective potential to tackle the challenge of One Planet Living.



The five sections of your One Planet Action Plan

1. Context setting: Future trends, opportunities and challenges

This sets the context. What are you doing already? How do you feel about what you are doing? What are the future trends that will be important? These could include impacts of climate change, an ageing population, advances in technology or increasing income inequality. Can you identify local and global opportunities and challenges?

2. Visioning: One Planet Living products and services, operations and suppliers

How will your business make it easy and attractive for people to lead happy, healthy, sustainable lives? How can your operations (for example your office or your factory) embody the One Planet Living principles? How might you collaborate to create a truly sustainable supply chain? You can use this section to help you identify how you will respond to the future trends, opportunities and challenges that you identified when you were setting the context.

Components of this section could include:

- 'Day in the life' of a cross-section of employees, customers and anyone directly affected by your business operations (eg local community, suppliers partners); envisioning how you could positively influence and support them to lead a happy and healthy One Planet Living life.
- Brainstorm. A free and wide-ranging download of any ideas. How can you use your skills and knowledge to better serve your customers? How can you improve governance or some of your existing ways of doing things? How can your suppliers be more sustainable?
- Select some key ideas and actions from the 'Day in the life' and 'Brainstorm' sections which you can include in your action plan.

3. Assessing: Gap analysis of current plans or actions and materiality assessment

Components of this section could include:

- A gap analysis of current plans or actions to identify which aspects of One Planet Living and its ten principles you are doing well on, and where you could do more.
- An assessment of major sustainability impacts of your product/service offer, business operations and suppliers (a 'materiality assessment').
- Key stakeholders you need to enrol and influence to make your One Planet Company a success, be they your shareholders, employees, customers, partners or suppliers.

4. Action planning: Principle actions

Now you have thought about where you have been and where you want to go, you can begin to write your own One Planet Action Plan. The actions section of this document provides more detailed guidance on how you can apply all ten One Planet Living principles comprehensively and coherently through your product and service offer, operations and suppliers.

For each principle consider:

- Goals – the key outcomes your business aims to achieve
- Actions - addressing each principle in relation to your product & service, operations and suppliers
- Monitoring – information which you will track to help monitor implementation. This information can be quantitative (indicators measuring progress towards targets) or qualitative (stories and images)
- Opportunities and critical success factors - which you can take advantage of, or which you need to address.

For each One Planet Living principle, you will see a One Planet Living goal which we have set so that everyone engaging with One Planet Living can head in the same direction. Using the goals as your guide, you have the complete freedom to create your own set of actions to rise to the challenge of One Planet Living. The actions section is the most important part of your One Planet Action Plan. This is what you can actually do to achieve your One Planet Living goals.

The One Planet Living principles are all interconnected; many actions can be placed under more than one principle. For example, an action to reduce food waste could go under the Local and sustainable food or Zero waste principles. This is a good sign. The more connected your actions, the more joined-up your proposed solutions. We recommend placing each action under only one principle, but cross-referencing it to other principles where this is useful.

We have suggested some key performance indicators (KPIs), indicators and targets which may help guide your action plan. Indicators enable you to collect useful information to track how you are doing against chosen actions and goals. For some indicators you may set targets - specific measures of performance to be achieved by a specific time (ie they are SMART), such as to obtain 100% of all energy supplies from renewable sources by 2020. For some indicators you might choose not to set a target but just use the indicator to help you understand if you are heading in the right direction. For example, you might want to track how diverse is your workforce, but you might not want to set a rigid target for this. KPIs are indicators which are particularly important to you. We have suggested some KPIs for each principle.

But always bear in mind, sustainability isn't just about measurement (indicators, KPIs and targets); it is as much about engaging people's hearts as their minds. The human element is important. So gather stories, images, videos and other 'qualitative' data, to help you understand and communicate your progress or learning, and to inspire others.

Remember – this is your sustainability plan, so you can set goals, targets, actions and monitoring which are meaningful to you. However, if you want to go a step further and have your action plan recognised as a leader or global leader, you will need to get peer reviewed and assessed. Your action plan will need to contain a comprehensive and exemplary set of actions and targets to achieve the One Planet Living goals we have set for each of the Principles. You will for example need to set Zero carbon energy and Zero waste targets.

5. Monitoring: tracking progress, indicators and targets and continuous learning

In order to track your progress in implementing your action plan, you can collect qualitative information (eg images, stories and videos of completed actions, activities and events) and/or quantitative information (eg number of staff attending training courses, how much waste you are recycling, or the amount of energy you are saving). You may want to track some things simply to get an insight into whether or not they are improving, without necessarily setting a target (eg employee happiness).

Other areas like how much energy you are saving are easier to measure and to set targets for. In these cases, it's a good idea to make sure your targets are '[SMART](#)' (Specific, Measureable, Achievable, Realistic and Timebound). By monitoring qualitative and quantitative indicators you can learn continuously and revisit and re-shape your plans as you go along.



Section Two: Goals and Guidance

Your One Planet Action Plan

This section lays out the ten One Planet Living principles, and provides details and guidance on One Planet Living goals, targets, KPIs, and indicators. We describe what these mean in practice and include some tips we have derived from our experience, and that of others who have been using the One Planet Living framework.

Your One Planet Action Plan needs to respond to each of the principles and describe what you want to achieve, how you will implement the actions and how you will monitor them. In the table below we explain what we mean by the terms used under each principle, to guide you through the process of writing your own action plan.

One Planet Living goals	Outlines the desired outcomes your organisation is striving towards in order to become a One Planet Company.
Guidance to help develop actions	Explains the issues lying behind that principle. It suggests actions your organisation could take and procedures it could have in place to ensure its progression towards the One Planet Living goals.
Indicators	Indicators are measures of performance which you want to track. They can be monitored quantitatively by measuring them (eg amount of energy generated from renewables) or qualitative through images, stories and videos (eg collecting images of people at community or staff events).
Targets	These are targets you can set as tangible measures of progress. They will be achieved in a specific time, and linked to a relevant indicator.
KPIs	These are indicators that reveal something particularly significant about your progress towards your One Planet Living goals and targets. Adopting good KPIs is an important requirement for a One Planet Company.
Stories and images	You may wish to collect stories or images to communicate your One Planet Living journey, and to explore ways to share your learning, ideas and best practice.
Top tip	A single piece of advice which can help you focus your actions and/or avoid pitfalls.
Case study	An inspiring example which showcases practical actions, new ideas or best practice under this principle.
Reference standard	We have referenced some KPIs and indicators to existing recognised standards so you can use these standards or learn from them if you choose.





Health and happiness

Encouraging active, social, meaningful lives to promote good health and wellbeing.

One Planet Living goals

- To achieve high levels of happiness and wellbeing of customers and employees and to enable them to lead One Planet Living lifestyles
- To ensure products and services promote the health of customer and to ensure high levels of occupational health & safety for staff and supply chain
- To promote high levels of employee engagement in your company and your One Planet Action Plan



Guidance

One Planet Companies see the wellbeing, health, safety, and positive engagement of customers, employees and supply chain as central to their business operations.

One Planet Companies ensure that all their products and services ultimately promote the health and lasting happiness of their customers. Any product or service which has a health or safety risk is improved upon or phased out.

One Planet Companies also look beyond traditional health and safety, and take a holistic view of employee wellbeing. Companies ensure that the working environment for their staff enhances wellbeing; this could be achieved for example by applying [WELL Standards](#) or similar for new office fit-outs. Active lifestyles and healthy eating are encouraged and promoted. You may consider providing or subsidising access to activities which promote both physical and mental wellbeing, such as gyms, yoga classes and meditation sessions. You seek to promote a healthy work-life balance for staff, avoiding excessive overtime or out-of-hours work and encouraging flexible working arrangements where possible, where these benefit employees.

You ensure the highest standards of occupational health & safety by creating a culture of health and safety. You may seek a recognised certificate (e.g. [OHSAS 18001](#)). One Planet Companies also aim to achieve high levels of employee engagement, for example by giving workers a voice through representative bodies. You monitor employee satisfaction through your own annual survey or use surveys such as [Gallup 12](#). You promote personal and professional development for all employees, through training, study leave, sabbaticals or contributions to further formal education.

As a One Planet Company you think about the wellbeing of your suppliers and their workforces. You find out about working conditions among your supply base, especially in countries where workers are likely to be more vulnerable, and encourage or support them to adopt best practice.



Targets

- All products and services positively contribute to health and lasting happiness
- Zero accident frequency rate
- Achieve best practice in employee engagement (for example on [Gallup 12](#) survey with a minimum participation of 80% and an average score of at least 4.15 out of 5)

KPIs

- Annual average scores of employee engagement surveys
- Type of injury and rates of injury, occupational diseases, lost days, and absenteeism, and total number of work-related fatalities, by region and by gender (Global Reporting Initiative - GRI)

Indicators

- Customers are informed about any aspect of products that harm people or the environment (Future Fit)
- Total number of substantiated complaints regarding breaches of customer privacy and losses of customer data (GRI)
- Percentage of significant product and service categories for which health and safety impacts are assessed for improvement (GRI)
- Percentage of employees participating in recognised employee engagement surveys
- Total number of incidents of non-compliance with regulations and voluntary codes concerning the health and safety impacts of products and services (GRI)
- Percentage of employees provided with health insurance /healthcare subsidies where there is no access to universal healthcare
- Annual employee turnover rate (voluntary and involuntary)
- Percentage of employees to which flexible working arrangements are available
- Average number of hours spent by employees undertaking annual professional development (eg training, further education, paid voluntary work)
- Return to work and retention rates after parental leave, by gender (GRI)

Stories and images

- Have you considered promoting the health and wellbeing or environmental aspects of your products?
- Do you have any stories of employees who have successfully achieved a personal development goal? Can you look for a way to publicise their achievement and encourage others to do the same?
- Do you have any great health and safety initiatives or learning that you could share with your suppliers?

Case study: [Hero MotoCorp Garden Factory and Global Parts Center](#)

Hero MotoCorp built a new kind of factory which demonstrates how an industrial workplace can be beneficial, healthful, and life-affirming. There is an emphasis on natural light and air, and a number of indoor and outdoor garden environments for workers to enjoy. Break rooms for factory workers provide access to daylight and purified air. A biowall uses vegetation to filter contaminants and supplement oxygen. There are also a number of rooftop greenhouses to provide fresh, healthy food to workers.

Top tip

Consider creating an action plan where there is at least one activity under each of the other principles which will positively increase health and happiness. Are there any actions in your plan which might decrease health and happiness; and if so how can you reduce or eliminate the negative impact?



Equity and local economy

Creating safe, equitable places to live and work which support local prosperity and international fair trade.

One Planet Living goals

- To foster diversity and equality of opportunity across gender, ethnicity, age, sexual orientation and disability
- To create a vibrant and resilient economy where a significant proportion of money is spent locally
- To pay all employees a living wage and avoid high levels of income disparity
- To ensure pensions and investments are managed in a socially and environmentally responsible manner
- To conduct international trade fairly and without exploitation

Guidance

One Planet Companies think about the impact of their products and services on Equity and local economy. They consider the impact of their product and service offer on diversity, considering how customers' needs are met regardless of gender, ethnicity, age, disability or sexual orientation.

One Planet Companies are diverse and equitable places to work. All customers, employees and suppliers are respected and treated equitably no matter their gender, ethnicity, age, sexual orientation or disability. You ensure that employment and remuneration are based on ability and there is a zero tolerance policy on discrimination.

You aim for an equal balance of gender and ethnicity from junior employees to senior and board level management. You encourage active participation by a diverse range of employees in governance bodies and decision making to ensure all viewpoints are considered.

Equitable remuneration is central to a One Planet Company's operation. You seek to pay a living wage, and you encourage their suppliers to do the same. You are transparent about remuneration throughout your company and put in place a capped pay ratio to ensure rapidly rising CEO and executive salaries don't contribute to income and wealth inequality. One Planet Companies invest in socially responsible enterprises, avoiding so-called 'sin stocks', and encourage employees to invest their money ethically – for example in ethical pension funds.

One Planet Companies recognise the benefit of working in a vibrant and resilient local economy. They support the local economies in which they operate by seeking to supply locally, purchase from local suppliers, hire locally and support their local community.

Where you operate or trade internationally, you promote fair and non-exploitative international trade. You aim not to exploit your suppliers but engage with them to ensure that they, in turn, do not exploit people or the environment, for example by not participating in child, forced or compulsory labour, and where workers have freedom of association. To encourage continuous improvement, you provide guidance and support to your suppliers and engage them in regular ethical and sustainability audits. You create their own sustainability audits or assessments, or use internationally recognised tools such as the [Sedex Members Ethical Trade Audit](#). You work collaboratively within your industry to promote ethical issues, joining wider alliances (eg [Ethical Trading Initiative](#) or [Better Cotton Initiative](#)) to increase your leverage.

Targets

- Cap the ratio of highest to lowest salary at no more than 20 times with a long-term goal of no more than 10 times
- Zero gender pay gap for basic salary and other remuneration
- 100% employees paid a living wage
- 100% of major suppliers have received support, guidance and an ethical and sustainability audit annually

KPIs

- Percentage of non-managerial workers by gender, ethnicity, age and sexual orientation
- Percentage of managerial workers by gender, ethnicity, age and sexual orientation
- Ratio of basic salary and remuneration of women to men by employee category, by significant locations of operation (GRI)
- Percentage of employees paid a living wage
- Percentage of major suppliers which have received support, guidance and an ethical and sustainability audit in the past year
- Ratio of highest to lowest salaries

Indicators

- Total number of incidents of discrimination and corrective actions taken (GRI)
- Proportion of spending on local suppliers at significant locations of operation (GRI)
- Number of projects or partnerships to improve working conditions in the supply chain
- Sustainability performance of company investments and pension fund
- Operations and suppliers in areas identified as high risk (eg assessed on the [Maplecroft Risk Indices](#))
- Diversity and complementarity of skills are considered in your company's board nomination process and policy publicly available (eg as on [Dow Jones Sustainability Index](#))

Stories and images

- Are there any personal stories to share about new jobs or training opportunities you have created with local people?
- Do you have any images of celebrations of ethnic diversity in the workplace – for example celebrating cultural events, national holidays or even international cooking?
- Do you regularly communicate with staff regarding diversity, to ensure there is understanding and cultural sensitivity in the workplace? Do senior staff understand the concept of unconscious bias?

Case study: [Living Wage foundation](#)

Simply speaking, a living wage is a wage that is enough for someone to live on. In most countries it will sit higher than a national minimum wage, and in many cases it will vary by region. This is because the actual cost of living varies significantly based upon the geographical and economic area you live in. The aim of a living wage is to allow individuals to support themselves and their families through working a standard work week. When calculating a living wage, the median cost of housing, utilities and basic goods and services (eg food, transport) are taken into consideration. In the UK it is promoted through the Living Wage Foundation, which calculates what a living wage should be on an annual basis www.livingwage.org.uk. The [Massachusetts Institute of Technology](#) provides a state and county level calculation in the USA.

Top tip

Using your purchasing power to engage supply chains is a powerful way to promote environmental and social progress. Consider encouraging your suppliers to adopt the ten One Planet Living principles and start creating their own One Planet Action Plan. This will enable you to create your own 'One Planet Living economy' to help you improve your own sustainability performance.



Culture and community

Nurturing local identity and heritage, empowering communities and promoting a culture of sustainable living.

One Planet Living goals

- To nurture a culture of sustainability among customers, employees and suppliers
- To increase the capacity of local communities to address challenges, develop and maintain their own identity and shape their own futures.

Guidance



One Planet Companies nurture a culture of sustainability among customers, employees, and suppliers. You are also conscious of supporting the communities where you sell, operate and are supplied from, which you do in financial and non-financial ways (such as donating staff time to a community project or training local apprentices).

You engage with customers on positive and negative environmental and social impacts of consumption and the benefits of a sustainable lifestyle.



You aim to continually improve your own operations, such as in offices and factories, recognising that training and engaging staff around sustainability is essential to achieve this. All new employees are introduced to the concept of sustainability and One Planet Living as part of their induction.

You encourage your staff to contribute ideas and regularly update and train staff on the latest sustainability opportunities and challenges, and extend this engagement to your suppliers. You also encourage and incentivise your staff to lead more sustainable lives at a personal level, for example ensuring that any benefits packages are geared towards sustainable living (eg any car allowance applies only to electric or low emissions vehicles).

A One Planet Company ensures that accountability for sustainability runs right through to the highest level, and links remuneration and bonuses for senior management to the successful delivery of your sustainability programme.

You recognise that a vibrant and resilient local community is just as important to your success as your internal community. Therefore you invest in the communities where you operate and from where you purchase your supplies. You understand that investment might involve traditional financial philanthropy, such as supporting a school, or other types of investments such as employee time or training initiatives (eg see [London Benchmarking Group Measurement](#)).

Targets

- 100% of products and services communicating environmental and social impacts at point-of-sale
- 100% of employees inducted in One Planet Living
- 1% of Pre-Tax Profit invested in community and social initiatives
- 100% of suppliers using One Planet Living principles

KPIs

- Percentage of employees who have received training in One Planet Living or other sustainability framework
- Total community giving per annum (eg cash donations, gifts in kind, cost of employee time)
- Employee volunteering time in hours
- Percentage of suppliers using One Planet Living principles

Indicators

- Percentage of suppliers who have received training on a key sustainability issue in the past year
- Percentage of senior management with (bonus related) targets related to sustainability
- Total employee volunteering time outside of work hours
- Community and stakeholder engagement policy and procedures in place and implemented consistently across markets
- Percentage of operations with implemented local community engagement, impact assessments, and development programs (GRI)

Stories and images

- How can you communicate the environmental and social benefits you are bringing to your customers? Have you run any engagement campaigns around One Planet Living or a sustainability topic? Are there images of staff participating?
- Can you share any of your training resources, policies or code of conduct with your customers or suppliers to help them nurture a culture of sustainability in their operations?
- Have you invested in and/or have your employees volunteered for a specific charity or a cause? Can you tell a story about the desired impact of these projects and what you aimed to achieve?

Case study: [B&Q One Planet Home training](#)

B&Q and Bioregional developed an e-learning programme to educate and engage staff in its sustainability programme One Planet Home. It aims to engage staff at all levels and increase their knowledge of sustainability issues, B&Q's One Planet Home targets and commitments to sustainability, and also to improve the communication of the key messages to customers. Around 22,000 staff (over 60%) had completed the training by 2016.

Top tip

Consider appointing a One Planet Living champion for each of the principles, or hosting a different 'One Planet Living principle' month throughout the year to help engage staff and embed sustainability. During that month share stories, images and tips about that sustainability topic. Consider hosting events or activities relevant to the principle.



Land and nature

Protecting and restoring land and marine systems for the benefit of people and wildlife.

One Planet Living goals

- To promote positive impacts on natural ecosystems and not to harm them, from extraction to production and retail
- To source materials responsibly and eliminate use of materials associated with the destruction of natural habitats or farmland
- To make a positive contribution to local biodiversity

Guidance

As a One Planet Company, you recognise that all business activities have significant positive or negative impacts on natural systems and wildlife, either directly through the day-to-day business you are in, or indirectly through the services you provide to other businesses. Impacts occur throughout the supply chain, from extraction and processing, to retail, while in use and at disposal at end-of-life. One Planet Companies work to not only reduce the impact of their operations, suppliers and products/services on ecosystems, but to make a positive contribution to biodiversity and habitats.

One Planet Companies assess the possible environmental benefits (such as sustainable forestry that supports wildlife) and risks (eg mining operations that pollute natural environments) associated with materials in their supply chain or industry which you serve. You positively promote materials with a positive environmental impact. You either substitute materials which have a negative impact on nature (eg those which lead to damage of important ecosystem such as peat harvesting and unsustainable palm oil plantations), or source the materials from certified sustainable sources (e.g. [FSC](#) timber). You avoid testing products on animals and also ensure that any operations respect the fair treatment of animals following internationally recognised standards such as the [Five Freedoms](#).

You do not build offices or factories on protected or ecologically sensitive sites, or land important for food production. Wherever possible you build on previously developed land (brownfield sites) or degraded land (such as former quarry sites).

When any operations may directly impact wild plants and animals, you identify key species and habitats which are locally, nationally or internationally important and put plans in place to enable them to thrive. You ensure any planting schemes benefit local wildlife and avoid invasive species.

You identify any onsite 'ecosystems services'. These are services which nature provides us – such as soil building, clean water, clean air, preventing flooding or overheating in cities (heat island effect), provision of food and natural materials, and cultural and recreational services. Having identified any important ecosystem services, you ensure these are maintained or enhanced.

Where opportunities are limited, for example in a leased or shared property, One Planet Companies engage their property owner or fellow tenants to support positive change and consider providing financial support and/or employee time to an appropriate wildlife charity or initiative offsite.

Opportunities for education on the value of land and nature are integrated in operations and shared with customers and suppliers, e.g. via activities such as talks, tree planting, making nest boxes for birds, or promoting products which have a positive benefit to nature.

Targets

- 100% of sites across operational estate have received a biodiversity audit and recommendations acted on within a two-year period
- 100% sustainably sourced timber
- 100% sustainably sourcing of material(s) associated with land clearance and/or deforestation (e.g. palm oil, soy, leather etc.)

KPIs

- Number of existing and new build sites across operational estate which have received a biodiversity audit in the past two years
- Percentage of sustainably sourced timber with full chain of custody
- Percentage of material(s) associated with land clearance and/or deforestation from sustainable sources (e.g. palm oil, soy, leather etc.), where applicable with full chain of custody

Indicators

- Operational sites owned, leased, managed in, or adjacent to, protected areas and areas of high biodiversity value outside protected areas (GRI)
- Description of significant impacts of activities, products, and services on biodiversity in protected areas, and areas of high biodiversity value outside protected areas (GRI)
- Details of habitats protected or restored (GRI)
- Total number of [IUCN Red List](#) species and national conservation list species with habitats in areas affected by operations, by level of extinction risk (GRI)
- Percentage of operational estate area which has functional green areas (e.g. green wall/roof, food growing space, lakes)
- Percentage of operational estate on brownfield / previously developed land
- Number of products which support or enhance biodiversity (eg peat free compost, pollinating plants, palm oil alternatives)
- Operations respect the fair treatment of animals and avoid testing on animals (Future Fit)

Stories and images

- Can employees or customers collect a photo library of wildlife seen onsite?
- Do any of your products support or enhance biodiversity, and are you marketing the benefits to customers? Are you supporting a local conservation group? Can you encourage your major suppliers to support groups local to them?



Case study: Cundall beehive

Cundall, an international multi-disciplinary engineering firm and One Planet Company, installed a beehive containing 25,000 bees on the roof of its central London offices. The site is away from human traffic and there is no problem with bees coming close to clients or staff. Pollinating plants which appeal to bees were planted including buddleia, honeysuckle, thyme, rosemary and English lavender. When the honey is ready it is collected in jars and sold to staff onsite, keeping them informed and engaged in the initiative.

Top tips

Evidence suggests that contact with nature is good for mental health and will ultimately increase economic productivity and resilience. Consider incorporating functional green areas which staff can participate in and enjoy (eg food growing space or beehives).



Sustainable water

Using water efficiently, protecting local water resources and reducing flooding and drought

One Planet Living goals

- To have a positive impact on water management through your products and services
- To use water efficiently in operations and return it clean to the environment
- To avoid contributing to drought or water stress as a consequence of your operations or supply chain
- To mitigate any flood risk which may arise in your operations and supply chain

Guidance



One Planet Companies think about how the products and services they supply, or the industry they serve, helps customers manage water wisely. As climate change occurs and the earth's population increases, it is likely that even more areas will become 'water-stressed' or prone to flooding. Water is a very local issue and so demands solutions specific to the particular location. In many parts of the world, clean water is not an abundant resource available to everyone.

One Planet Companies consider, not just the total amount of water they use, but also the area in which their operations are located. Tools such as the [WRI Aqueduct Water Risk Atlas](#) can help identify the level of water stress in the area where your facilities may be located. One Planet Companies are also aware that local water stress can occur in temperate regions which may appear to have an abundance of rainfall (e.g. Western Europe).

For service-based companies, direct water use may be minimal and restricted to fittings and appliances in its buildings. In this case you aim to meet local best practice standards. You may consider rainwater collection or water recycling, for example for irrigating planted areas, in locations prone to drought or water stress.

One Planet Companies in sectors such as agriculture and manufacturing may have much more significant water impacts. As well as considering location-based solutions, you follow industry specific best practice standards.

You can consider the water footprint of any product or service they supply – from extraction and processing, through to the in-use impacts for the customers. The [Water Footprint Network](#) provides a number of tools which can help identify the water footprint of a material or product, along with opportunities to reduce it.

One Planet Companies think about any effluent or waste which may be produced anywhere 'downstream or upstream' in their business or industry and discharged to a water course. Effluent may be a result of use of a product or service by your customer (eg phosphates in laundry powders causing nutrient overloading in streams and rivers), or generated during manufacturing processes (eg effluent from factories) or during extraction (eg toxic heavy metal wastes such as mercury in mining). One Planet Companies aim to completely eliminate damaging effluent in all parts of their business activities and industry 'ecosystem'.

Targets

- All products and services have a positive impact on water systems
- Robust, locally relevant reduction target in total operational water use (m3 or litres) (for example, 10% reduction by 2020)
- 'Water neutral' operations in areas of high water stress
- Appliances which use water meet local best practice standards in water efficiency
- Water footprint reduction targets for materials and products

KPIs

- Total water consumption from own operations (m3 or litres)
- Total operational water intensity (m3 or litres) per m2 for buildings or per \$ of product (water intensity)
- Percentage of rainwater or waste water reused or recycled onsite

Indicators

- Total water withdrawal by source (GRI)
- Operational and supply chain locations in areas of high water stress identified
- Water sources significantly affected by withdrawal of water identified (GRI)
- Total water discharge by quality and destination (GRI)
- Identity, size, protected status, and biodiversity value of water bodies and related habitats significantly affected by the organization's discharges of water and runoff (GRI)
- Number of breaches of regulatory compliance in regards to effluent across supply in last 12 months
- Percentage of sites in areas of high water stress which are water neutral (eg through local offsetting, water reuse etc) (Future Fit)
- Percentage of appliances using water which meet local best practice water efficiency standards

Stories and images

- Consider sharing educational information on sustainable water use with customers, employees, and suppliers – this may take the form of signage in bathrooms and kitchens, water use information on products, or details on the complete water footprint of different materials.
- Discuss efficient water use with your customers and suppliers and encourage them to conduct a water use audit or consider less water intensive behaviour and/or production processes.

Case Study: What is a water footprint?

A water footprint considers the total amount of water which is required to provide a particular product or services. Billions of litres of water are extracted every day to produce consumer goods; however most of this water use goes unseen by the end user. For example, on average it takes 2,500 litres of water to produce a kg rice, over 15,000 litres to produce a kg of beef and 11,000 litres to produce a pair of jeans. Water footprints can also be calculated for individuals, businesses or countries. Identifying the water footprint of your outputs can help you to consider the impact of your business or industry you serve and the operational efficiency of your suppliers and look for potential savings. Water footprints need to be considered in the context of location where water is being used – eg rice growing may use a lot of water, which may be a problem in some areas (eg in California) but not in others (eg high rainfall areas in India).

Top tip

Good water management is a very local issue so develop a good local understanding to get the best solutions and results.



Local and sustainable food

Promoting sustainable, humane farming and healthy diets which are high in local, seasonal, organic food and vegetable protein.

One Planet Living goals

- To support people to enjoy healthy diets high in fresh, local, seasonal, healthy produce, high in vegetable protein
- To support sustainable farming methods which protect and enhance biodiversity and soil
- To adopt humane farming methods
- To reduce or eliminate food waste

Guidance

Depending on the sector in which a One Planet Company operates, the issue of local and sustainable food will vary in impact or materiality. If you are a food retailer, catering company or farmer, it will be a crucial element of your action plan.

However, there is still potential for all companies to engage, in some way. Customers, employees and suppliers should consider local, healthy and sustainable food options – whether it be in the staff canteen or catering at events. You can communicate healthy and sustainable food and drink choices, ‘choice editing’ to remove the most unsustainable options, providing additional sustainable options or changing to healthy portion sizes in countries where obesity is a problem. The indicators under this principle may support good outcomes with the Health and happiness or Equity and local economy principles.

For One Planet Companies working with agriculture and food directly, there is much potential to improve customer choices, as well as the efficiency and sustainability of your supply chain. You talk to your customers about health and sustainability, for example diets high in vegetable protein rather than animal protein can be better for health as well as better for the environment. You can work collaboratively with suppliers to encourage sustainable farming practices, such as protecting biodiversity, building soil health, avoiding the use of harmful chemical fertilisers and pesticides, and eliminating unnecessary food waste. You may wish to consider the synergies between sustainable food practices and established [LEAN manufacturing practices](#), and the potential to encourage sustainability through efficiency measures.

One Planet Companies also ensure that their own operations and their suppliers respect the fair treatment of animals following principles and standards such as the [Five Freedoms](#) or [The Business Benchmark for Animal Welfare](#).

Farmers, particularly small farmers, are often ‘at the bottom of the food chain’ and open to exploitation. Therefore One Planet Companies ensure that their agricultural suppliers are paid a fair price for their produce and long-term partnerships are formed.

Food waste is a significant issue across the supply chain, from growers to consumers. As a One Planet Company, you identify key waste hotspots and look to reduce these, for example through collaborative partnerships. For example, one company’s food waste (e.g. vegetables which are deemed too ‘ugly’ to sell) may be used as an input into another supply chain (e.g. using ‘ugly’ vegetables in ready meals). By-products of the food industry, such as orange peel or grape pomace, may even be used by other industries (e.g. cosmetics). One Planet Companies sell excess food from retail or catering at reduced cost, or make sure they are redistributed, donated to charity, used as animal feed or, as last resort, composted or sent for anaerobic digestion to avoid landfill and to meet a Zero waste target.

Targets

- 100% of food and drink products healthy and from 100% sustainable farming
- Zero food waste sent to landfill
- 100% of food waste donated, redistributed or diverted from landfill for human or animal consumption

KPIs

- Percentage of meat and dairy of total food sold or used by weight
- Percentage of protein from vegetables
- Percentage of food which is organic certified
- Percentage of food sold which is sourced nationally
- Percentage of food consumed by weight or value which is locally produced (within 50 or 100 km radius)
- Food waste (kg) per employee or customer per annum
- Food waste(kg or tonnes) by destination (donated, redistributed, animal feed, anaerobic digestion, landfill)

Indicators

- Percentage of fish sold which is from sustainable sources (e.g. [Marine Stewardship Council](#) certified)
- Total number of incidents of non-compliance with regulations and voluntary codes concerning product and service information and labelling (GRI)
- Percentage of animals reared under recognised welfare standards such as Five Freedoms or an equivalent. (Future Fit)
- Carbon footprint of food consumed onsite (kg CO₂e/person/year)

Stories and images

- Is anyone buying more organic or free-range food, and if so why?
- Do you have any great pictures of employees enjoying healthy food choices?
- Have you considered developing a partnership with a local charity to donate and redistribute unused food?

Case study: M&S food redistribution

M&S has teamed up with Neighbourly, the social network for social good, to pair all food stores with local charities. This ensures that all surplus food from stores is redistributed and unnecessary food waste is avoided. In the past year M&S have redistributed 168 tonnes of surplus food.

Top tip

Food and food growing has a huge impact on a range of issues including physical and mental health, culture, heritage, climate change, biodiversity and the local economy. The greenhouse gas emissions from global meat and dairy production are as large as all emissions from transport. Consider hosting a 'no meat day' or offering reductions on healthy and sustainable food options in staff canteens or customer-facing establishments.





Travel and transport

Reducing the need to travel, encouraging walking, cycling and low-carbon transport.

One Planet Living goals

- To make it easy and attractive for customers and employees to walk, cycle and use public transport
- To minimise carbon footprint of logistics networks
- To minimise the carbon footprint associated with business travel



Guidance

Sustainable travel and transport impacts everyone from customers to suppliers. One Planet Companies enable and encourage sustainable modes of transport for customers and employees as well as considering the impact of any haulage and business travel they undertake.

As a One Planet Company, you think carefully about Travel and transport. You have a green travel plan and initiatives which make it easy and attractive for customers and employees to travel by sustainable means such as walking, cycling or public transport. You reduce the impacts of business travel and commuting by using virtual meeting facilities and perhaps by encouraging flexible working options. One Planet Companies can also explore using or supporting low emission vehicles such as electric and hybrid vehicles or ones that use alternative fuels such as hydrogen or sustainable biofuels (taking into account possible negative impacts such as avoiding biofuels grown on valuable agricultural land).

You may have direct carbon and other greenhouse gas (GHG) emission from the vehicles you operate and indirect emissions from outsourced logistics and business travel. One Planet Companies take responsibility for significantly reducing, and ultimately aiming to eliminate, both direct and indirect harmful emissions from transport – whether those emissions are harmful to the environment or health (eg particulates and oxides of nitrogen from engines). You work on on your distribution (including store and home deliveries) and supply chain to develop efficient logistics, recognising that it is extremely difficult to reduce your transport footprint without working collaboratively with your customers and suppliers to co-create whole supply chain solutions. You consider reducing the size and/or weight of a product to reduce the number of journeys/deliveries required and think about new packaging solutions which optimise space.

Targets

- Reduce emissions from customer travel by a given target
- Reduce emissions from business travel and domestic haulage by at given target, say 50%
- Reduce emissions from employee commuting by a given amount

KPIs

- Fuel consumption (by type) for domestic haulage
- Emissions from domestic haulage by mode (e.g. road, rail)
- Emissions from international haulage by mode (e.g. air, rail, sea)
- Fuel consumed or distance travelled for business by mode
- Emissions from business travel by mode (e.g. road, rail, air)
- Percentage of logistics fleet which is low/zero carbon

Indicators

- Fuel consumption (by type) for international haulage
- Distance commuted by employees (by mode)
- Distance travelled by customers (by mode)
- Percentage of employees taking part in company's bike loan scheme or public transport ticket loan scheme
- Number of initiatives to enable remote working
- Number of initiatives to reduce indirect transport emissions (in supply chain)

Stories and images

- Does your product or service support people to travel sustainably? Do you have a pool bikes that can be borrowed for business travel?
- Consider setting a sustainable travel challenge for employees; incentivise them to commute by more sustainable means by offering a prize and recognition for those that walk or cycle the most miles over a certain period.
- Have you discovered a sustainable logistics solution which you could share with your suppliers, or even other companies in your sector? It may be a new type of packaging or a way of optimising space which reduces the number of journeys required.

Top tip

Enabling employees to adopt flexible working – for example through remote working, home working, collaborative working through electronic networks, and virtual meeting services – can have a number of benefits. It reduces business travel, supports staff to reduce their own carbon footprint and can improve staff satisfaction and reduce voluntary turnover, particularly for those with long and/or stressful commutes.



Materials and products

Using materials from sustainable sources and promoting products which help people reduce consumption.

One Planet Living goals

- To support a sharing economy and reduce consumption of products and materials
- To buy and sell materials and products that have positive social and environmental benefits
- To eliminate chemicals that are toxic to humans or wildlife at all stages in products lifecycles, from raw material through to manufacturing, impact during use and end-of-life
- To support a circular economy and establish end-of-life solutions that enable upcycling, reuse, recycling or energy recovery of products and materials
- To ensure packaging is minimised, fit for purpose, made from renewable or waste resources and is easily reused or recycled

Guidance



One Planet Companies make it easy for people to improve their quality of life while reducing the environmental impact of materials and products, throughout their lifecycle from extraction of raw materials to end-of-life. You support a sharing, circular economy. One Planet Companies also look to source locally where possible to support the local economy, increase resilience and reduce the overall carbon impacts of products and services.

Challenging overconsumption or unnecessary consumption is a fundamental aspect of sustainability. One Planet Companies question whether consumption of their products and services increase their customers' health and happiness or whether better health and happiness can be achieved in a way which avoids additional consumption.



You consider materials and products over their whole lifecycle. You prioritise materials and products which have positive social and environmental impacts, such as sustainably grown and harvested timber which stores carbon during its time in use; and avoid using materials which are sourced in socially damaging ways such as 'conflict minerals' where sales are used to fund violence and armed conflict. You think about end-of-life solutions such as easy disassembly for recycling or upcycling. You think about durability of the products you sell.

If you are in manufacturing, you identify materials with high negative impact or where scarcity is a real issue and put plans in place to substitute these. One Planet Companies avoid materials which have a negative impact on the environment or are polluting, such as PVC and paints with high levels of volatile organic compounds (VOC). You choose materials which are easy to use in manufacture without generating waste and consider the opportunity to incorporate local and reclaimed content. You consider the pros and cons of composite materials which may be hard to recycle at end-of-life.



One Planet Companies also consider the impact of the goods and services which you buy for internal use (i.e. 'goods not for resale') including packaging, ensuring it is fit for purpose – i.e. that it is only used where it is needed and protects products, where it extends shelf life, is made from renewable and recyclable materials and uses the minimal amount of material to be effective.

Targets

- No products or advertising promoting wasteful consumption
- 100% of product range classified as 'sustainable' or 'sustainably sourced'
- All packaging fully recyclable
- Zero chemicals that are toxic to humans or wildlife at any stage in their lifecycle

KPIs

- Percentage of new suppliers that were screened using environmental criteria (GRI)
- Percentage of product range (for sale and/or for internal use) classified as 'sustainable' or 'sustainably sourced'

Indicators

- Percentage of products containing reused or recycled materials
- Percentage of products used, consumed, or sold by weight or value which are sourced locally (eg 50km radius)
- Total packaging by weight and material
- Materials used by weight or volume (GRI)
- Percentage of products sold and their packaging materials that are reclaimed by category (GRI)
- VOC content of coatings and finishing products (g/l or %)
- Sourcing of valuable minerals does not contribute to conflict and human rights violations, by explicitly addressing all issues relating to conflict-free mining (Future Fit)
- Income generated from sharing or reuse schemes (£ or % of total)

Stories and images

- Are there any community-sharing initiatives – eg tools, books, toys?
- Are there any new local repair initiatives? Has anyone become more aware of the impact of their resource consumption? Has a reclaimed material been used creatively in construction?

Case study: Kingfisher Sustainable Home Products (SHP)

Since 2010, Bioregional has created a set of 'Sustainable Home Product Guidelines', which are updated annually, to help Kingfisher's Operating Companies identify the best SHPs for inclusion in their ranges. Since its introduction, the Kingfisher SHP range has grown to include over 33,000 different product lines, representing 28% of the group's annual sales in the 2015/16 financial year; while it saves customers 10.8 TWh of energy every year through sales of energy-saving products.

Top tip

Could your waste or by-products be another company's resource? Consider any materials you are not using and whether they could be reused/recycled in another process or up your supply chain.



Zero waste

Reducing consumption, re-using and recycling to achieve zero waste and zero pollution.

One Planet Living goals

- To provide products and services that reduce the amount of waste generated by customers
- To achieve zero waste to landfill from all operations, and to support suppliers to achieve the same
- To support a 'circular economy' by maximising upcycling, reuse and recycling
- To eliminate all toxic pollution from products, operations and supply chain

Guidance

One Planet Companies design products and services, construct facilities and operate day-to-day to reduce wasteful consumption and eliminate waste generation by their customers, in their operations and in their supply chain. One Planet Companies have a waste management plan in place and ultimately target zero waste to landfill from all operations.

One Planet Companies operate in line with the waste hierarchy, where consumption is reduced as a priority and waste is only sent to landfill as an absolute last resort.

Current global production and trade practices are leading to wasted resources and capacity. Waste can be considered as a resource, supporting the move to a circular economy. Recognising this, more companies are starting to think in terms of a circular economy - ensuring products are not wasted and kept in circulation for as long as possible by exploring alternative business models such as sharing, leasing, rental, remanufacturing, repair and take back.

Operating in a circular economy requires whole lifecycle thinking, looking both up and down the supply chain - 'systems thinking' and collaboration is crucial. One Planet Companies take a whole supply chain approach and engages with customers and upstream/downstream partners to reduce waste, or to reuse and recycle materials to increase the overall effectiveness of the system. You ensure that impacts are not shifted from one part of the supply chain to another.

One Planet Companies also aim to eliminate all forms of pollution from operations and products. You also ensure, for example, that you address issues such as leaking refrigerants ('fugitive emissions') which have a higher global warming potential than carbon and that effluent from use of your products, operations and supply chain does not pollute local water sources, agricultural areas or areas of high biodiversity value. You take responsibility for your own waste and avoid shipping waste internationally, particularly if it is hazardous.

Energy from waste (EfW) may form part of your zero waste strategy provided careful monitoring of emissions is in place, safe air pollution levels are not exceeded locally and international best practice standards on operations are employed. EfW should however only be considered after a 90% or above reuse and recycling rate has been achieved.



Targets

- Zero waste to landfill
- At least 70% recycling or composting rates in operation
- Zero (or near zero) waste eg. no more than 2% waste to landfill in operation
- Set reduction targets in total waste generation (eg 30% in total by per unit of turnover)

KPIs

- % reduction in overall waste generated
- % reduction in waste sent to landfill
- % increase in recycling rate

Indicators

- Total weight of waste by type and disposal method (e.g. reuse, recycled, incinerated etc) (GRI)
- Total weight of construction waste by type and disposal method
- Total weight of materials reused onsite
- Weight of transported, imported, exported, or treated waste deemed hazardous under the terms of the [Basel Convention](#) (GRI)
- Number of take-back schemes or other alternative business models established
- Number of circular or closed loop products on sale
- % of materials from own operations fed back into circulation at end of life through reuse, remanufacture, recycling or biodegradability
- % of materials from customers fed back into circulation through take-back schemes at end of life through reuse, remanufacture, recycling or biodegradability

Stories and images

- Consider hosting repair cafes where employees or customers can bring along damaged or faulty items and work together to repair them, rather than let the items go to waste.
- If upgrading equipment or refurbishing offices, look for businesses and other organisations which may be able to use those items you no longer require.
- Icons and images on recycling bins can help staff easily and intuitively understand how to correctly segregate their waste to maximise recycling.

Stories and images: What is the circular economy?

The current economy is linear, where we take from nature, make and dispose of products. This is no longer sustainable. We are not only creating large amounts of 'waste', but also facilitating loss of value from the materials and goods that we dispose. The circular economy is about gaining maximum value from assets and resources and considering the whole lifecycle of a product or building from the offset. Materials are kept in circulation for as long as possible – products are more durable, are easy to disassemble and reuse or recycle at the end of life. Alternative business models such as leasing, sharing and pay-per-unit also ensure that products are used to their maximum potential and kept in circulation longer. See what some of our partners have done at: <http://www.bioregional.com/circular-economy/>

Top tip

Circular Economy principles can be aligned with other sustainability targets and the One Planet Living principles. Beware of unintended negative impacts. For example, make sure it doesn't require more energy to reprocess materials than is used for processing virgin raw materials.



Zero carbon energy

Making buildings energy efficient and supplying all energy with renewables.

One Planet Living goals

- To help customers save energy and reduce carbon emissions
- To make all operations and supply chains energy efficient
- To power all operations and supply chain through renewable energy

Guidance

All products or services offered by an One Planet Company support, or at least don't undermine, an energy efficient and renewable energy future.

Your company may be directly involved in supplying energy or energy services. If so, commit to promoting energy efficiency and 100% renewable energy supply by a set target date. If you supply energy consuming products you ensure that they are energy efficient (e.g. meet best practice standards of the [EU Energy label](#), US [Energy Star](#), or [Australia Energy Rating](#)).

One Planet Companies ensure all buildings and manufacturing facilities are as energy efficient as possible and look to generate low or zero carbon energy from renewable resources onsite, using best practice standards for their industry and location to benchmark their performance. You may have limited control over the operation of your premises (e.g. leased property, serviced office block, shopping centres), but still you seek to engage with the property owner, and collaborate with other businesses which share the property, to maximise energy efficiency, encourage energy conscious behaviour and seek opportunities for renewable energy generation.

Having minimised energy demand through good design and energy efficiency, you seek to ensure that remaining energy consumption is from renewable energy generated onsite (eg solar and biomass systems) or from offsite renewable energy through green power purchase agreements. These power purchase agreements are carefully checked to be robust and from genuine renewable energy generation rather than carbon offsetting of fossil fuels which is very hard to police and not a long-term solution.

You encourage and incentivise your staff to adopt a low- carbon lifestyle at home, as well as at work – eg by incentivising them to or making it easy for them to use more sustainable ways of commuting to work.

You work with you supply chain to understand how they can reduce carbon emissions. You may already have an obligations to report on your carbon or greenhouse gas (GHG) emissions, but all One Planet Companies set ambitious GHG/carbon reduction targets and actively reduce emissions year on year. You think about [emissions from all sources](#) - direct emission from burning fossil fuels (Scope 1); indirect GHG emissions from consumption of purchased electricity, heat or steam (Scope 2); and Other indirect emissions, such as the extraction and production of purchased materials and fuels (Scope 3). You may consider setting both absolute and intensity reduction targets. An absolute target refers to the total amount of GHG emissions from the company, while an intensity target compares amounts of emissions to a unit of output (eg per unit of turnover, per m² retail space or per employee). Both approaches have value, but an intensity target will take into account changes in business operations – for example if a company expands or reduces in size, this may make its absolute performance look worse/better as total energy use will have changed.

Targets

- All products and services promote energy efficiency and renewable energy
- All buildings and manufacturing processes will be run on renewable energy (off or on-site) by 2025

KPIs

- Energy consumption (by fuel) (GRI)
- Energy intensity (tCO₂/m²) (GRI)
- Reduction of energy consumption (kWh and % total energy) (GRI)

Indicators

- Onsite renewable energy (kWh and % total energy)
- Offsite renewable energy (kWh and % total energy)
- Total renewable energy (kWh and % total energy)
- Total renewable energy (kWh and % total energy) for top tier suppliers
- Energy consumption (by fuel) for main suppliers
- Reductions in energy requirements of products and services (GRI)
- % of product range classified as low carbon
- Number of energy reduction initiatives active in year
- Direct greenhouse gas (GHG) emissions (Scope 1) (GRI)
- Indirect greenhouse gas (GHG) emissions (Scope 2) (GRI)
- Other indirect greenhouse gas (GHG) emissions (Scope 3) (GRI)
- Greenhouse gas (GHG) emissions intensity (GRI)
- Energy using products meet local best practice standards

Stories and images

- Have you considered installing a visual display of energy use in a public space in order to raise staff awareness of energy use?
- Incentivise staff to reduce energy use at work or in their home – set a challenge, such as ensuring their computers are off when not in use, and reward the best performers.
- Explore collaborations with energy providers or companies producing energy using products – could you trial their products / services at a reduced upfront cost?

Case study: Understanding Scope 1,2 and 3

The [Greenhouse Gas Protocol](#) has established three categories of emissions against which businesses can report their impacts. These were developed to avoid double-counting of emissions and to distinguish between those impacts a company can control vs those they can only influence.

Scope 1 – These are direct emissions under the control of a company, including the burning of fossil fuels for heating purposes (E.g. gas, oil), the emissions from fuel used in vehicles owned by the company and emissions released during manufacturing processes.

Scope 2 – These are indirect emissions from sources of purchased energy (e.g. electricity, steam)

Scope 3 – These are emissions which are caused by a company, but not under the control of a company, such as employee commuting, third-party distribution, purchased goods and the emissions for goods for sale.

Top tip

Consider the whole-life cost of investments – renewables or LED lighting may cost more upfront but will lead to significant savings across their lifespan.

Indicators referenced in One Planet Living goals and guidance for companies

One Planet Living principle	Global Reporting Initiative indicators		Future Fit indicators	Other frameworks
Health and happiness	<ul style="list-style-type: none"> * GRI 416-1 * GRI 416-2 * GRI 418-1 * GRI 401-3 * GRI 404-1 		* Customers are informed about any aspect of products that harm people or the environment	
Equity and local economy	<ul style="list-style-type: none"> * GRI 401-1 * GRI 405-1 * GRI 405-2 * GRI 414-1 * GRI 406-1 	<ul style="list-style-type: none"> * GRI 407-1 * GRI 408-1 * GRI 409-1 * GRI 202-2 * GRI 204-1 	* Percentage of employees subject to fair employment terms, incl. freedom of association and collective bargaining	* Dow Jones Sustainability Index: Diversity and the complementarity of skills are considered in your company's board nomination process and policy publically available
Culture and community	* GRI 413-1			London Benchmarking Group Framework
Land and nature	<ul style="list-style-type: none"> * GRI 304-1 * GRI 304-2 * GRI 304-3 * GRI 304-4 		* Operations respect the fair treatment of animals and avoid testing on animals	
Sustainable water	<ul style="list-style-type: none"> * GRI 303-1 * GRI 303-2 * GRI 306-1 * GRI 306-5 		* Percentage of sites in areas of high water stress which are water neutral (eg through local offsetting, water reuse etc)	Carbon Disclosure Project Water Questionnaire
Local and sustainable food	* GRI 417-2		* Physical and emotional welfare of reared animals is maintained, and the approach lives up to the internationally recognized Five Freedoms or an equivalent.	
Travel and transport				Carbon Disclosure Project Climate Change Questionnaire

Materials and products	<ul style="list-style-type: none"> * GRI 301-1 * GRI 301-3 * GRI 308-1 	<ul style="list-style-type: none"> * Sourcing of valuable minerals does not contribute to conflict and human rights violations, by explicitly addressing all issues relating to conflict-free mining. 	
Zero waste	<ul style="list-style-type: none"> * GRI 306-2 * GRI 306-4 		
Zero carbon energy	<ul style="list-style-type: none"> * GRI 302-1 * GRI 302-3 * GRI 302-4 * GRI 302-5 * GRI 305-1 	<ul style="list-style-type: none"> * GRI 305-2 * GRI 305-3 * GRI 305-4 	Carbon Disclosure Project Climate Change Questionnaire

Appendix one

External references and sources

- Basel Convention on hazardous wastes: <http://www.basel.int/>
- B-Corporation: <https://www.bcorporation.net/>
- Climate Parliament: <http://www.climateparl.net/>
- Dow Jones Sustainability Index: <http://www.sustainability-indices.com/>
- FutureFit benchmark: <http://futurefitbusiness.org/>
- Forest Stewardship Council: <http://www.fsc-uk.org/>
- Five Freedoms of animal welfare: http://www.aspcapro.org/sites/pro/files/aspca_asv_five_freedoms_final_0_0.pdf
- Global Reporting Initiative: <https://www.globalreporting.org/>
- Greenhouse Gas Protocol: <http://www.ghgprotocol.org/>
- IUCN Red List: <http://www.iucnredlist.org/>
- LEAN manufacturing: <http://www.lean.org/WhatsLean/>
- Living wage in the UK: www.livingwage.org.uk
- Living wage in the USA: <http://livingwage.mit.edu/>
- London Benchmarking Group Measurement (LBG): <http://www.lbg-online.net/>
- Maplecroft Risk Indices: <https://maplecroft.com/>
- Marine Stewardship Council: <https://www.msc.org/>
- Materiality (GRI): <https://g4.globalreporting.org/how-you-should-report/reporting-principles/principles-for-defining-report-content/materiality/Pages/default.aspx> .
- Occupational and Health & Safety Management Standard (OHSAS 18001): <http://www.bsi-group.com/en-GB/ohsas-18001-occupational-health-and-safety/>
- Registration, Evaluation, Authorisation and Restriction of Chemicals (REACH): <https://echa.europa.eu/regulations/reach/legislation>
- Responsible-100: <http://www.responsible100.com/>
- Science Based Targets: <http://sciencebasedtargets.org/>
- Sedex Members Ethical Trade Audit: <http://www.sedexglobal.com/ethical-audits/smeta/>
- The Water Footprint Network: <http://waterfootprint.org/>
- WELL Standards: <http://www.wellcertified.com/>
- WRI Aqueduct Water Risk Atlas: <http://www.wri.org/resources/maps/aqueduct-water-risk-atlas/>



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