



DECEMBER 2024

# Net Zero Report

CARBON REDUCTION PLAN



**IMPERIAL  
LONDON**

Family of Hotels

Publication Date: December 2024

# EXECUTIVE ENDORSEMENT

Imperial London Hotels is proud to announce our commitment to achieving Net Zero, an essential aspect of our Environmental, Social, and Governance strategies. This report builds on our thorough carbon emissions calculations, providing a solid baseline measurement that will help us track our progress in the coming years.

We are dedicated to identifying the improvements and actions needed to align with global commitments. To limit global warming to no more than 1.5°C, we recognise the necessity of reducing emissions. In this regard, we have set an ambitious target to reduce our emissions by 27% by 2030 and achieve net zero by 2050. We look forward to sharing our progress on this meaningful journey with our employees, customers, and supply chain partners as we take proactive steps to protect our planet for future generations.

Understanding our responsibility, we are committed to playing a crucial role in protecting the environment and its inhabitants for the future. To support this commitment, we have procured 100% renewable energy backed by Renewable Energy Guarantee Origin (REGO) certificates for all our hotels and offices, starting from April 2025. Furthermore, we are implementing positive strategies that promote significant environmental initiatives while ensuring transparency and accountability throughout the process.

Moreover, we acknowledge the importance of reducing the climate impact of our operational footprint, including Scope 3 emissions. By focusing on emissions reductions across all three Scopes, we will make progress towards our ambitious Net Zero target by 2050.

Through these constructive actions, we aim to transform Imperial London Hotels into a more efficient, ethical, profitable, and sustainable business, generating a positive impact on our planet and enriching the lives of the communities we serve.



## ABOUT US

Since our establishment in 1837, Imperial London Hotels has been at the forefront of providing authentic London experiences across our central London locations. Our purpose is to make memorable stays accessible to everyone, a commitment we've upheld since our inception.

We acknowledge the environmental and social impacts of our operations and understand the importance of responsible business conduct. As a family-owned business, our approach is rooted in long-term sustainability, embodying a commitment to conducting business in a manner that benefits both people and the planet.



# COMMITMENT TO NET ZERO

Imperial London Hotels are committed to ensuring that we play our role in working alongside other UK organisations to achieve the UK Government's Net Zero target of at least a 100% reduction in the net UK greenhouse gas (GHG) emissions by 2050 (based on 1990 levels).

Imperial London Hotels are committed to taking action to reduce our annual emissions and achieving Net Zero CO<sub>2</sub>e emissions by 30th April 2050 in line with the UK Government's target. We will aim to reduce our CO<sub>2</sub>e emissions year-on-year and will achieve:



**36%**

reduction in our Scope 1 and 2 emissions by 2030



**91%**

overall reduction in all CO<sub>2</sub>e emissions across Scopes 1, 2 and 3 by 2050 offsetting any residual CO<sub>2</sub>e emissions via high-quality nature-based or direct air capture projects and becoming Net Zero

To achieve these goals, Imperial London Hotels have taken the following actions:

**1** We have appointed an external specialist carbon consultancy to collate and verify data, calculate CO<sub>2</sub>e emissions and help advise on carbon reduction options

**2** Set the base year (May 2023– April 2024) and calculated our carbon footprint in line with the GHG protocol for that base year:

**SCOPE 1**

- Stationary combustion
- Transport (owned and leased vehicles)
- Refrigerant gases

**SCOPE 2**

- Electricity

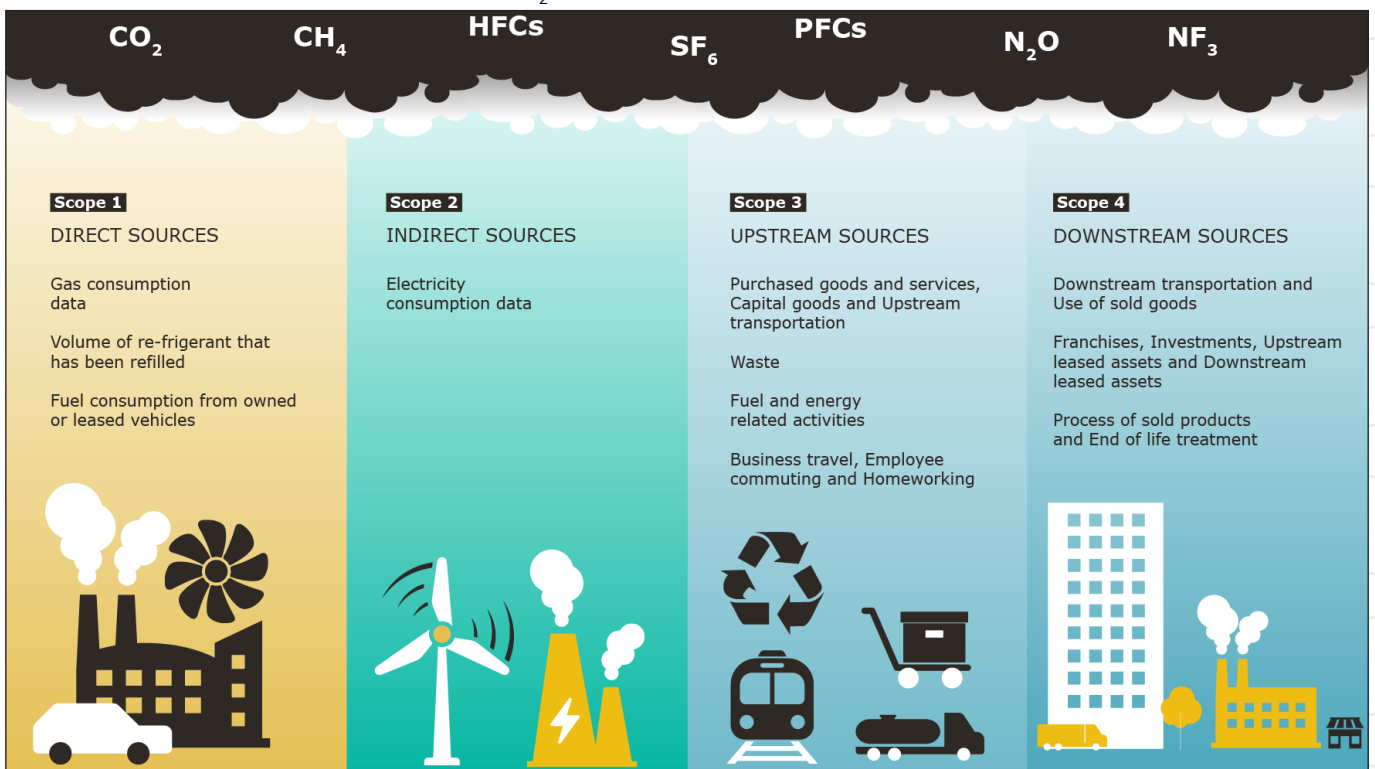
**SCOPE 3**

- Category 1 – Purchased goods and services
- Category 2 – Capital goods
- Category 3 – Fuel and energy related activities
- Category 4 – Upstream transportation and distribution
- Category 5 – Waste generated in operations
- Category 6 – Business travel (including nights stayed at hotels and food consumed)
- Category 7 – Employee commuting
- Category 12: End-of-life treatment of sold products
- Category 13: Downstream leased assets (including water consumption of assets)

**3** Created a carbon reduction plan for each Scope and category

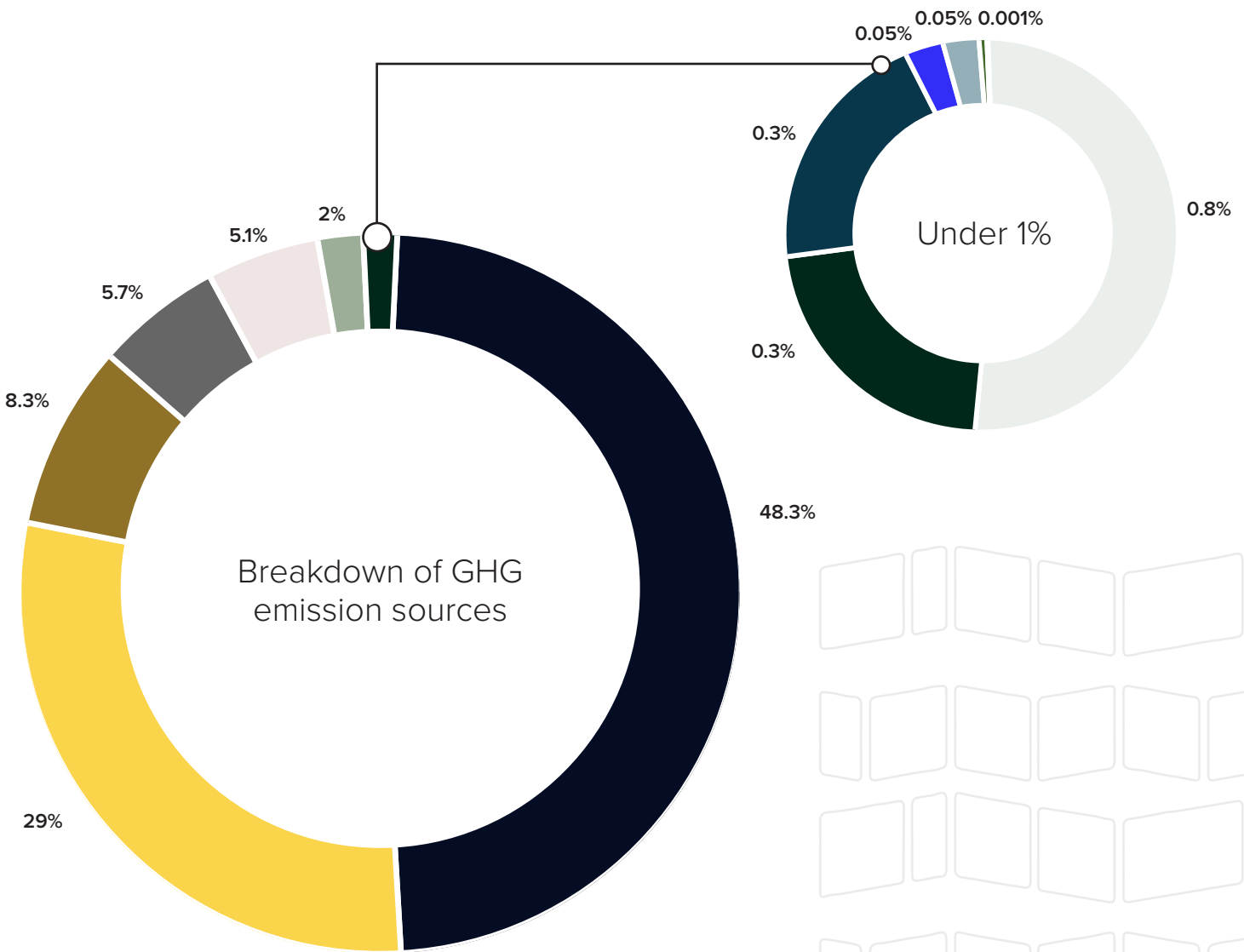
**4** Set the Net Zero date and committed to updating our carbon footprint annually with April 2025 to be the first year post the base year

Overview of GHG Protocol Scopes and CO<sub>2</sub>e emissions across the value chain



# BASELINE CO<sub>2</sub>e EMISSIONS FOOTPRINT

Baseline CO<sub>2</sub>e emissions are a record of the greenhouse gases that were produced in a previous [financial] year prior to the introduction of any strategies to reduce CO<sub>2</sub>e emissions. Baseline CO<sub>2</sub>e emissions are the reference point against which CO<sub>2</sub>e emissions reduction can be measured. Imperial London Hotels have chosen May 2023 – April 2024 as our baseline year. Imperial London Hotels' April 2024 baseline CO<sub>2</sub>e emissions footprint is as follows:



- Purchase goods & services 48.3%
- Stationary combustion 29%
- Capital goods 8.3%
- Fuel & energy related activities 5.7%
- Electricity (Market-based) 5.1%
- Upstream transport 2%
- Employee commuting 0.8%

- Refrigerant 0.3%
- Downstream leased assets 0.3%
- Waste 0.05%
- Transport 0.05%
- Electricity (electric vehicles) 0.01%
- Business travel 0.001%

Below is an itemised breakdown showing the amount of carbon emissions (tCO<sub>2</sub>e) produced by each Scope and Category from April 2024 baseline calculation.

Scope / Category	Item	Total tCO <sub>2</sub> e FY2024	%
<b>Scope 1</b>			
Stationary combustion (Gas)	Gas consumed	14,723.0	29.0
Transportation	Owned and leased vehicles	23.3	0.05
Refrigerants	HVAC's	164.9	0.3
<b>Scope 2</b>			
Electricity (Location-based) <sup>1</sup>	Purchased electricity, for own use (grid average)	1,390.2	N/A
Electricity (Market-based) <sup>2</sup>	Purchased electricity, for own use (specific contract or onsite generation)	2,573.7	5.1
Electricity for transportation	Owned and leased electric vehicles	5.2	0.002
<b>Scope 3</b>			
Category 1: Purchase goods and services	Goods and services	24,517.1	48.3
Category 2: Capital goods	CapEx	4,225.5	8.3
Category 3: Fuel and energy related activities	WTT <sup>3</sup> & T&D losses <sup>4</sup> from electricity, stationary combustion of fuels and transport	2,891.5	5.7
Category 4: Upstream transportation and distribution	Transport between tier 1 suppliers or paid transport for goods (upstream & downstream) WTW <sup>5</sup>	1,034.9	2.0
Category 5: Waste generated in operations	Waste generated in operations	24.4	0.05
Category 6: Business travel	Land and air travel and hotel stays for business purposes WTW	0.6	0.001
Category 7: Employee commuting	Employees commuting to and back from work WTW	402.2	0.8
Category 12: End of life treatment of sold products	We are unable to account for the CO <sub>2</sub> e emissions in this category as we have no relevant data which can be used to track and measure the CO <sub>2</sub> e emissions.		
Category 13: Downstream leased assets	Operation of assets for which the company acts as lessor	151.4	0.3
Total Gross CO <sub>2</sub> e Emissions (Location based)		49,554.1	100%
Less CO <sub>2</sub> e emissions avoided by procurement of renewable electricity		(0)	
Less CO <sub>2</sub> e emissions avoided by production of renewable electricity		(0)	
Change in CO <sub>2</sub> e emissions as a result of the procurement of a brown contract		1,183.5	
Total Gross CO <sub>2</sub> e Emissions (Market based)		50,737.6	
Less carbon offsets		(0.0)	
Total Net CO <sub>2</sub> e Emissions		50,737.6	

<sup>1</sup> Location-based represents emissions from electricity consumption based on grid average CO<sub>2</sub>e emissions

<sup>2</sup> Market-based represents CO<sub>2</sub>e emissions from electricity consumption based on specific energy contracts

<sup>3</sup> WTT – Well-To-Tank CO<sub>2</sub>e emissions. CO<sub>2</sub>e emissions associated with the extraction refinement and transport of fuels before consumption

<sup>4</sup> T&D losses – Transmission and distribution losses. CO<sub>2</sub>e emissions associated with the energy lost during the transmission of electricity through the network

<sup>5</sup> WTW – Well-to-wheel CO<sub>2</sub>e emissions. Includes CO<sub>2</sub>e emissions associated with the extraction, refinement, transport, and consumption of fuels

To further understand our CO<sub>2</sub>e emissions, we have also recorded them using intensity ratios as this will allow us to track our CO<sub>2</sub>e emissions as our business grows and develops.

Intensity Ratios	Gross CO <sub>2</sub> e Emissions (Location based)	Gross CO <sub>2</sub> e Emissions (Market based)	Net CO <sub>2</sub> e Emissions
tCO <sub>2</sub> e per employee (start of year)	64.6	66.1	66.1
tCO <sub>2</sub> e per m <sup>2</sup>	0.3	0.3	0.3
tCO <sub>2</sub> e per million £ turnover	387.1	387.1	396.4

When calculating CO<sub>2</sub>e emissions, the GHG Protocol Corporate Accounting and Reporting Standard states that a company must set its organisational boundaries. This can be done either by an “Equity Share” or “Control” approach. The Equity Share approach reflects a company’s economic interests and percentage ownership of companies or subsidiaries to assign GHG emissions. The Control approach can follow two routes and defines the boundary by looking at either how much Financial or Operational Control a company has. To fully cover all of our operations and subsidiaries, Imperial London Hotels have selected the Operational Control method when setting our organisational boundary which will cover 100 percent of the GHG emissions over which we have operational control. The Operational boundary will include all three Scopes as outlined by the GHG Protocol. Imperial London Hotels CO<sub>2</sub>e emissions are reported in tCO<sub>2</sub>e and have been calculated utilising the following formula:

$$\text{Source emissions data} \times \text{conversion factor}^* = \text{Total source CO}_2\text{e emissions}$$

$$\text{Source unit} \times (\text{tCO}_2\text{e/unit}) = \text{tCO}_2\text{e}$$

\*Conversion factors are primarily derived from the latest:

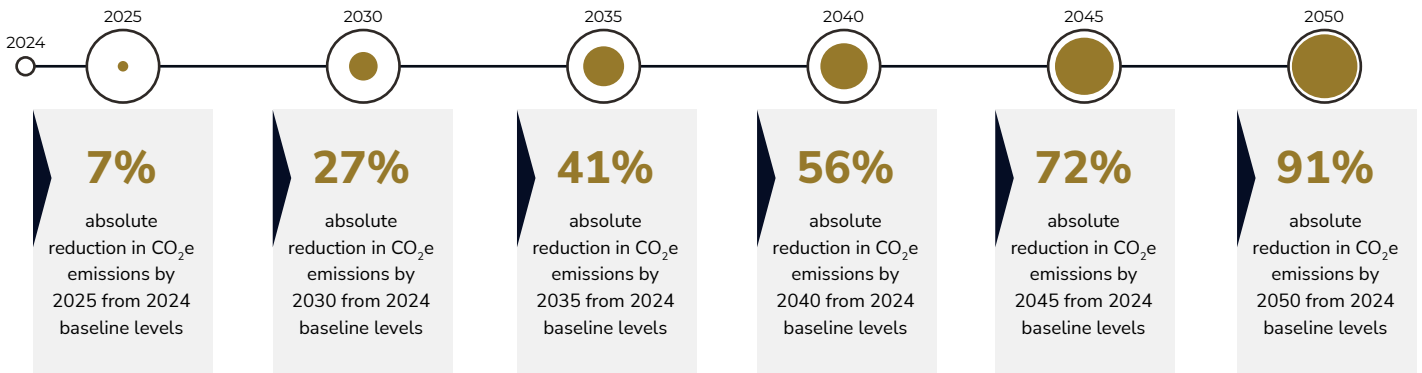
- UK Government GHG conversion factors for Company Reporting
- DEFRA (Department for Environmental, Food and Rural Affairs)
- Environmentally extended input-output (EEIO) tables
  - Environmental Protection Agency (EPA)

<sup>6</sup> <https://ghgprotocol.org/corporate-standard>

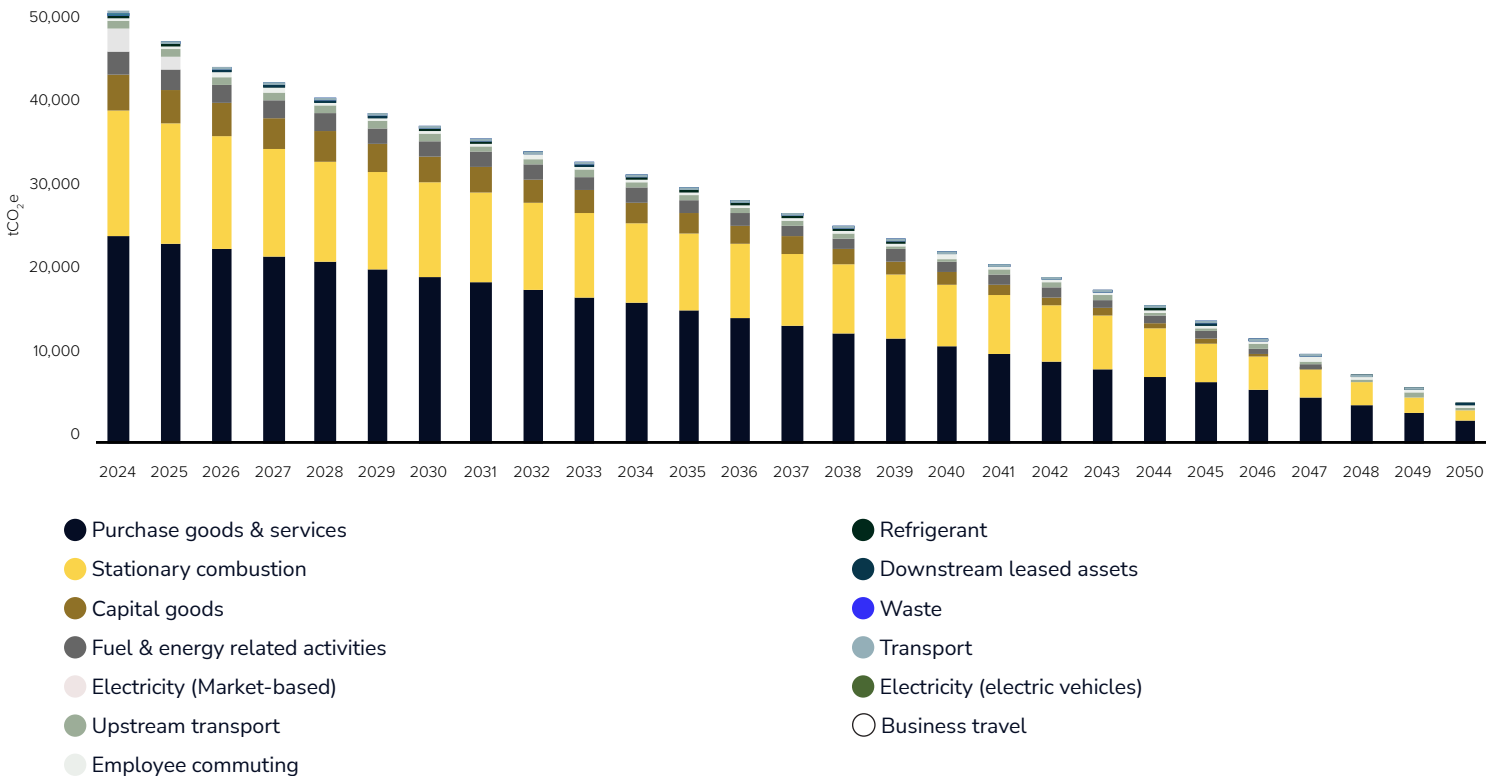


# EMISSIONS REDUCTION TARGETS

In order to continue our progress to achieving Net Zero, we have mapped out and planned a number of positive actions to achieve the following carbon reduction targets:



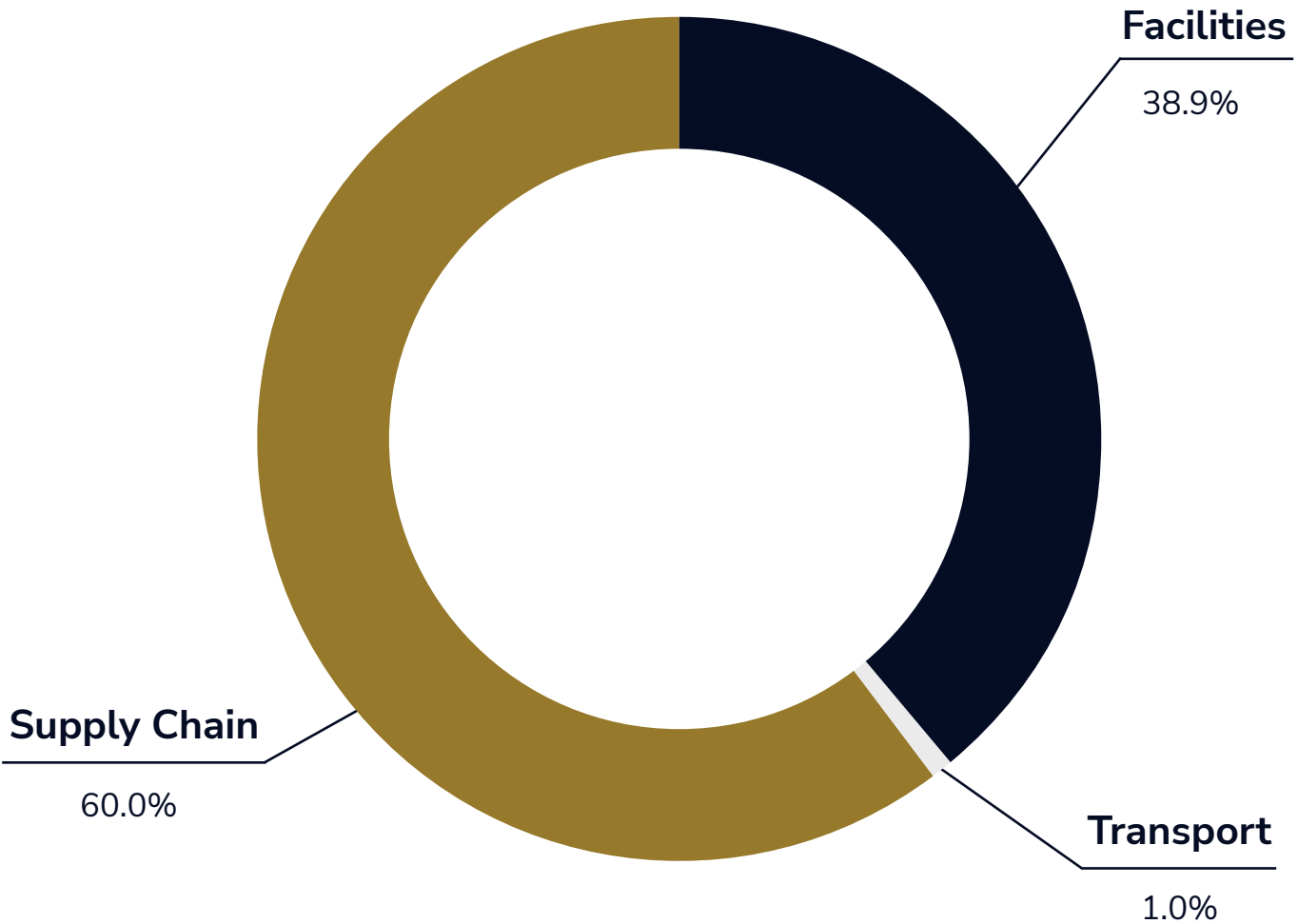
## Carbon Emission Glidepath tCO<sub>2</sub>e



Imperial London Hotels considers Sustainability and ESG to be a core focus within their business. We have a designated Head of ESG and Engineering who manage both the energy, hotel assets, and hard Facilities Management (FM), and the ESG related projects that Imperial London Hotels undertakes. For Net Zero planning we intend to form a task force with additional inputs from Finance, Human Resources, and Supply Chain Management.

Imperial London Hotels has a significant amount of CO<sub>2</sub>e emissions within the Supply Chain, Facilities and to a lesser Transport. The Supply Chain CO<sub>2</sub>e emissions are a result of the procurement of food, beverage, supplies, services, and capital investments on the hotel estate. This also includes the distribution of products to site for both hotel services and capital investments. The Facilities CO<sub>2</sub>e emissions relate to Natural Gas used to heat our hotels by the industrial boiler plant unit and the heat and electricity which is generated by our four Combined Heat and Power (CHP) Units, the electricity that we

draw from the distribution grid, and any upstream CO<sub>2</sub>e emissions from these activities (Scope 3 Category 3). Within the facilities group waste has been excluded as it is nonmaterial to CO<sub>2</sub>e emissions within this group and also the overall CO<sub>2</sub>e emissions footprint. Our Transport CO<sub>2</sub>e emissions relate to our direct and indirect fleet; this is both the fleet that we own, and the modes of transport that employees use for business travel and commuting. The below pie chart demonstrates how these CO<sub>2</sub>e emissions are split.



**Table displaying the Group Scopes, Categories and Parts below:**

Group Scopes, Categories and Parts	Scopes and Categories included	tCO <sub>2</sub> e
Facilities	Scope 1 Stationary combustion, Scope 2 Market-based electricity, and Scope 3 Category 3	15,922.8
Supply Chain	Scope 3 Category 1, 2 and 4	24,564.8
Transport	Scope 1 Transport, Scope 3 Category 6 and Category 7	426.0

Our Supply Chain CO<sub>2</sub>e emissions account for 24,564.8 tCO<sub>2</sub>e. Our data quality here is reasonable as a result of the use of a hybrid methodology where both Spend and Life Cycle Inventory Assessment (LCIA)<sup>7</sup> was used to account for the CO<sub>2</sub>e emissions. Our facilities CO<sub>2</sub>e emissions account for 15,922.8 tCO<sub>2</sub>e. The CO<sub>2</sub>e emissions accounting used accurate data that was based on primary sources of information such as the exact kWh's consumed by Imperial London Hotels. Our Transport CO<sub>2</sub>e emissions account for 426.0 tCO<sub>2</sub>e, most of these CO<sub>2</sub>e emissions are associated with Employee commuting which accounts for 426.0 tCO<sub>2</sub>e. However, our CO<sub>2</sub>e emissions for Employee commuting will be difficult to reduce as the data is of high quality and the CO<sub>2</sub>e emissions are nonmaterial for our achievement of Net Zero CO<sub>2</sub>e emissions. Employee commuting CO<sub>2</sub>e emissions were accounted for in several ways; we undertook an internal commuting survey for Full Time Employees (FTE) and we collected the mode and type of transport from the agency recruitment organisations for the agency workers that we indirectly employ. As a result of this exercise we found that most employees are travelling to our hotels using public transport as a result of our hotels being based in central London – this correlates with a relatively low CO<sub>2</sub>e emission intensity for the nearly 1000 staff that we employ within these two groups of employees. The other parts the Transport CO<sub>2</sub>e emission is Business travel which makes up only 0.6 tCO<sub>2</sub>e and Scope 1 Transport which makes up only 23.3 tCO<sub>2</sub>e.

This is our first year in setting a Net Zero target date. We are committed to achieving Net Zero CO<sub>2</sub>e emissions by 2050. Our energy related CO<sub>2</sub>e emissions are significant this is driven by the size of our hotel buildings and the

types of assets that are installed currently such as the four CHP units. We have chosen to switch to 100% of our electricity to renewable contracts backed by REGO in April 2025. We will also use the Energy Hierarchy<sup>8</sup>, as we have a number of projects planned which will increase the electricity consumption of our hotels. We have aligned our Net Zero ambition to Science Based Targets Initiatives (SBTi) for 2050. We will however, use this year as a bench mark and set targets that align to our ambition to keeping global warming to 1.5°C. This means that we are reducing our CO<sub>2</sub>e emissions by 90% across Scope 1, 2 and 3 by 2050; we will use internal evaluations and appraisals of building and asset level projects to decide if we can practically achieve full alignment to SBTi.

However, in order to able to deliver these reductions we've identified with our Sustainability and ESG Consultancy, Sustainable Advantage the below Scopes and Categories that need the most action. In order to deliver these for such a historic and sizeable institute Operational Strategies will need to be considered that help us assess how to deliver these reductions at the magnitude and scale that is required to achieve our Net Zero by 2050:

- Scope 3 Category 1, 2 and 4: Purchased goods and services, Capital goods, and Upstream transportation – Supplier Engagement Exercises.
- Scope 1 Stationary combustion, Scope 2 Market-based electricity use, and Scope 3 Category 3 – Building and Asset level auditing and further modelling to understand the regulated and unregulated energy and use cases for each of our hotels.

<sup>7</sup> <https://www.sciencedirect.com/topics/engineering/life-cycle-inventory-analysis>  
<sup>8</sup> <https://glasgowsciencecentre.org/our-blog/the-energy-hierarchy>





# ENVIRONMENTAL MANAGEMENT MEASURES / CO<sub>2</sub>e EMISSION REDUCTION PLAN

As a responsible business, Imperial London Hotels have for many years had a focus on the environment and reducing our CO<sub>2</sub>e emissions. To drive this to the next level, we engaged the services of Sustainable Advantage to advise the Imperial London Hotels Board on global best practices on carbon reduction. We have a detailed CO<sub>2</sub>e emissions reduction plan, the key actions of which are summarised below:



## **SCOPE 1: Stationary combustion**

Stationary combustion contains both Natural Gas and Butane gas. Natural gas is used to both heat our hotels through space heating, hot water heating and a local heat network that are powered by four CHP units that also generate electricity for our hotels. Butane is used in the kitchen to cook and prepare food for our guests. Whilst we have four CHP units, most of the CO<sub>2</sub>e emissions within Stationary combustion is from Natural gas, specifically the gas burnt within our industrial boiler system. In order to reduce these CO<sub>2</sub>e emissions we will:

- Invest in sub metering/Automatic Meter Readings (AMR) that can automatically collect data. This will help capture building specific information that will be required to calibrate the Building Information Modelling (BIM) that we will later undertake as part of our efforts to decarbonise our hotel estate. This will help us to understand our regulated and unregulated energy consumption, look for energy savings, and structure and plan our investments in our hotels to help us to meet our Net Zero targets and fully align to Science Based Target Initiatives (SBTi).
- Undertake a detailed BIM study to understand what the different options are for decarbonising each hotel. This will consider how to decarbonise heating, and onsite heat and power demand from the CHP units.



## SCOPE 1: Transport (owned and leased vehicles)

Scope 1 Transport has relatively low CO<sub>2</sub>e emissions as our fleet at the time of the report consists of 17 vehicles of which eight are cars, two are forklifts, six are lorries, and one is a van. Our cars are made up of five Electric Vehicles (EV's), one Unleaded Petrol vehicle, and two Diesel vehicles; so, over 56% of our cars have already been electrified. In addition, we have 2 forklifts and 6 lorries, both of which use Propane gas. The electrification of our cars and switching of our forklifts to Propane is helping us to reduce these CO<sub>2</sub>e emissions in this Category. However, to reduce CO<sub>2</sub>e emissions further we will consider the below actions:

- Continue to electrify our vehicles within our fleet. This will require evaluating which of our vehicles fall outside the Ultra Low Emission Zone (ULEZ) requirements for air pollution in the centre of London, and also evaluating the age, frequency and use case for the remaining non-EV car fleet. In addition any new vehicles we choose to procure will also have to have these considerations factored in as part of the Sustainable Procurement process for the vehicles that we own.
- Our lorries are mainly used to transport our dirty linen to our own energy efficient laundry in the East side of London. In order to reduce the relatively low CO<sub>2</sub>e emissions here and improve our energy security, by reducing our reliance on fossil fuel derivatives such as Propane gas, we will:
  - Collect information which relates to the frequency that dirty linens are being transported to the offsite washing facility, and clean linens are being returned to the hotel. Create a linen and washing facility policy to ensure that the lorries are all full prior to delivering them to the washing facility. Due to the scale of the linens and number of rooms that Imperial London Hotels has in central London, it might be worth considering procuring some new sustainable linens that have a lower CO<sub>2</sub>e emissions due to the materials they are made out of to help ensure that linen stocks can facilitate this process.
  - Our lorries are travelling a relatively short distance from our central London location to the East side of the city. We will evaluate the total distance and consider what other forms of low carbon transport can be used and consider what the best option is for reducing our reliance on petrochemicals and oil derivatives (Propane gas). This might involve switching to Electric Vans or understanding if it is more feasible to switch our lorries to biofuel. However, this will require a storage tank at one of our sites to hold the biofuel.
- We have evaluated the asset depreciation of our single Diesel van and considered if it is feasible to switch to an electric or hybrid version depending on the distances that are required to travel. This has led to the procurement of an electric van (Renault Kangoo).



## SCOPE 1: Refrigerants

Our refrigerant CO<sub>2</sub>e emissions are caused by the released of refrigerants into the atmosphere through the assets that we own such as walk in fridge/freezers, Air Conditioning units, bottle coolers, and blast chillers. In order to reduce these CO<sub>2</sub>e emissions, we will:

- Ensure that the maintenance schedules for Heating Ventilation Air Conditioning (HVAC) Units are followed and corrective maintenance conducted as required.
- Review the age and capital depreciation cycle of the HVAC units and evaluate whether they can be retired and substituted for newer models with improved energy efficiency (up to 20% more energy efficient) and with refrigerants that have a low global warming potential (GWP) and ozone depletion potential (ODP).



## SCOPE 2: Electricity

All our electricity contracts are brown, for now. In addition, we have onsite energy generation from roof top solar pannels and CHP units. This makes up a sizeable amount of our CO<sub>2</sub>e emissions as we procure over 6.7 million kWh per a year. However, in April 2025 we will move onto 100% REGO backed renewable electricity. This will help to reduce our CO<sub>2</sub>e emissions by 5.1%. However, given that this is only a small amount of our total CO<sub>2</sub>e emission footprint. We need to consolidate our Energy Management Strategies and so we will be reviewing them with our ESG and Sustainability Consultancy Partner, Sustainable Advantage. In order to reduce an ever-increasing electricity consumption and improve our energy security of our hotels, making them more sustainable places for customers to stay at, we will consider the following steps to help with our Energy and Building Management Strategies:

- We are currently mapping our distribution network to install an energy management system (EMS) this will enable us to analysis real-time data for energy use in high consumption areas, allowing us to review practices, procedures, & new technology to optimise our energy use.
- Collect EMS data within one portal and system so that we can get an appreciation of the asset and building level electrical consumption and start building an accurate and calibrated model around improvements that we can take.
- Link the asset and building level consumption to an asset and building registry and utilise this to look for hotspot areas and spikes in electrical consumption.
- Utilise asset and building level registry to understand where there are opportunities to reduce consumption, and which hotels and assets need to undertake further evaluations to consider the best areas of capital investment we should make.



## SCOPE 3 Category 1: Purchased goods and services

Imperial London Hotels has accounted for the CO<sub>2</sub>e emissions within this Category utilising a hybrid methodology. This means that we have used both a spend based approach and a hybrid methodology. We therefore will consider how to reduce CO<sub>2</sub>e emissions through instigating a Supplier Management System – this will involve:

- Creating a balanced score card and educating suppliers on this score card so that suppliers understand how important Environmental and Social Sustainability is to Imperial London Hotels.
- Make CO<sub>2</sub>e a material assessment criterion when assessing suppliers.
- Sending out a supplier survey as part of a Supplier Management System and collecting specific environmental, CO<sub>2</sub>e emission data, and Key Performance Indicators (KPI's) of suppliers.
- For CO<sub>2</sub>e literate suppliers who already have a Net Zero and decarbonisation roadmap create a working group to collaborate with them to understand how Imperial London Hotels can assist them in their decarbonisation journey. Due to the level of procurement that Imperial London Hotels has, this will help to convert their road map into policy implications across Imperial London Hotels large hotel estate and supply chain, this will be key for driving action with a large organisation.



### SCOPE 3 Category 2: Capital goods

We recognise that the CO<sub>2</sub>e emissions within this category will increase as we invest in our hotels to make them more energy efficient and reduce our reliance on the fossil fuel sources such as Natural Gas through onsite low carbon renewable energy systems like heat pumps, solar PV and solar thermal pannels. Whilst these energy generating assets release CO<sub>2</sub>e into the environment during their manufacturing, they also save CO<sub>2</sub>e when used. In order to reduce CO<sub>2</sub>e emissions within this category we will:

- Evaluate the carbon payback of all low carbon renewable energy generating systems. This will help us to plan and align our carbon budgets, decarbonisation steps and Net Zero targets
- Collect Environmental Product Declarations (EPD's) for procured products and carry out sustainable procurement exercises to procure products which are more sustainable and lower in CO<sub>2</sub>e.



### SCOPE 3 Category 4: Upstream transportation and distribution

- Create a product inventory to understand the frequency of deliveries and the demand of the deliveries by our kitchen and guests, the perishability of items, and the volume/number of products that can be stored on site. This inventory can then be used to understand the frequency of deliveries, if items can be bought in bulk, and if the products can be transported more efficiently. This will help to reduce the frequency of deliveries, the distances that products are travelling and the fuel used to transport products to our sites.
- Engage with key suppliers to understand how they can electrify the distribution fleet and what assets, and process/management systems need to be considered to support this electrification of key suppliers distribution fleet.





**SCOPE 3 Category 5: Waste**

All our waste is diverted from landfill. This means that we either recycle our waste, send old furniture and linen to a designated charity who upcycles and recycles these items for us, or in the case of food waste, we send our food waste to a new biogas plant in South Hertfordshire by barge, using the River Thames. This food waste is then converted into fuel, whilst ensuring that the nutrients are recycled for agricultural land. These actions all help to reduce CO<sub>2</sub>e emissions to a minimum, reduce congestion within London roads and support energy security for the UK through converting our food waste into biogas<sup>9</sup>. We already reduce the volume of waste produced by using bulk toiletries instead of single use ones for our guests, this helps to reduce the volume of packaging waste we produce. In addition, this year, we have set up a water refilling station across the hotels this facilitates water being refilled rather than new bought water bottles which are made from virgin materials. These assets are facilitating and encouraging our guests and event attendees to use reusable bottles, rather than virgin bottles of water. However, in order to reduce CO<sub>2</sub>e emissions further we will:

- Engage and hold a workshop with the central teams that procure, and operationally store/control products being purchased. This workshop can be used to understand within Imperial London Hotels vast supply chain which industries and parts are producing the most amount of waste through the end of life of the product and it’s packaging.
- Based on this workshop, evaluate what current information is gathered as part of different management systems. Use this data to understand which suppliers are best to collect specific waste, environmental management and resource consumption/waste production targets information from.
- Use the first two points/processes to carry out a supplier engagement exercises to understand how suppliers intend to reduce the volume of materials and waste which is brought to each hotel site through their procurement.
- Evaluate the waste being produced through a supplier engagement exercise and work with suppliers to understand how waste being brought to site can be reduced, and how Imperial London Hotels can form more circular systems for our clients and suppliers.

<sup>9</sup> <https://www.eesi.org/papers/view/facilities-biogas-converting-waste-to-energy#:~:text=Biogas%20is%20produced%20after%20organic,a%20process%20called%20anaerobic%20digestion.>



### SCOPE 3 Category 6: Business travel

Our business travel is a relatively low amount of CO<sub>2</sub>e as the main reason for business travel is sales reps who service the small number of corporate accounts travelling for face-to-face meetings; as most of our customer base is domestic people who come to London to visit the historic megacity. A large proportion of these CO<sub>2</sub>e emissions are a result of mileage reclaim for petrol miles. Whilst this is a relatively small amount of Category of CO<sub>2</sub>e emissions, in order to reduce our CO<sub>2</sub>e emissions within this Category we will:

- Engage with sales reps who are expensing the business miles and understand if it is possible to reduce the number of face-to-face meetings, or combine the face-to-face meetings so that route planning is considered to help reduce the distances travelled between each meeting.
- Offer employees a favourable rate for claiming miles that are driven within EVs for business travel.
- We already offer all employees a salary sacrifice scheme for EV cars. We will engage with employees to educate them about this scheme so that they hopefully take it up to reduce our CO<sub>2</sub>e emissions and their personal CO<sub>2</sub>e emissions



### SCOPE 3 Category 7: Employee commuting

Employee commuting encompasses CO<sub>2</sub>e emissions that relate to employees commuting to the hotels each day to carry out their working function for our central London hotels. We have two types of staff, full time employees and agency staff. We employ nearly 770 full time employees who work directly for Imperial London Hotels; our agency staff make up additional 200 employees who are employed indirectly through agency recruitment organisations who hold their employment contract. This helps to manage our fluctuating customer base and ensure that we have enough staff on site to deliver a high-quality customer service. This year, we ran an internal employee commuting survey to collect accurate information relating to our employees' commuting habits. We then collected information from the agency recruitment organisations relating to how agency staff commuted to the hotels. This has helped to create an accurate picture relating to our CO<sub>2</sub>e emissions. With Imperial London Hotels being in a central London location, most of our employees and agency staff are commuting to the hotels using public transport. This has helped to keep the CO<sub>2</sub>e emissions within this Category relatively low for such a large number of full-time employees and agency staff. In order to reduce CO<sub>2</sub>e emissions further we will:

- Evaluate the current changing and locker room facilities, both their size and functionality.
- Engage with employees who would like to cycle and could cycle to work, what they see as the problems with the current facilities.
- Consider the location, accessibility, number of bike racks, and how secure the facilities are for employees to lock their bike away safely.
- Engage with employees to understand what the issues are with cycling to work.
- Evaluate if a cycle to work scheme or any other policy-based mechanism that Imperial London Hotels can instigate to reduce CO<sub>2</sub>e emissions within this category further.



### SCOPE 3 Category 12: End-of-life treatment of sold products

End-of-life treatment CO<sub>2</sub>e emissions for our hotel chain result from the takeaway packaging for food and drink items such as coffees that guests might take off site. This is a very immaterial Category for Imperial London Hotels. The CO<sub>2</sub>e emissions have not been accounted for this year as we do not collect relevant data that we can use to account for the CO<sub>2</sub>e emissions. In order to continue the visibility of our Net Zero journey, we will account for the CO<sub>2</sub>e emissions in this Category by:

- Tracking the number and weight of disposable takeaway items such as single use coffee cups and waste packaging for food taken out of our hotel site.



### SCOPE 3 Category 13: Downstream leased assets

Downstream leased assets for Imperial London Hotels are the tenanted sites that Imperial London Hotels leases to other businesses. The utilities contract is paid by Imperial London Hotels and charged to the tenants through a tenant management company. The CO<sub>2</sub>e emissions within this Category are relatively small as most of the leased assets are connected to a hotel's mains meter. This means that their utility consumption and CO<sub>2</sub>e emissions has been accounted for in Scope 1 and 2, and Scope 3 Purchased goods and services for the water consumption. In order to reduce the CO<sub>2</sub>e emissions of this category, we will:

- Educate tenants on ways to reduce their utility consumptions – this will be specific to the type of facility that they are.
- Collect better data through enhanced sub metering/AMR's and connect this to a Target and Metering Portal and use the data to account for the exact utility consumption more easily and understand how these tenant actions are reducing utility consumption and CO<sub>2</sub>e emissions.



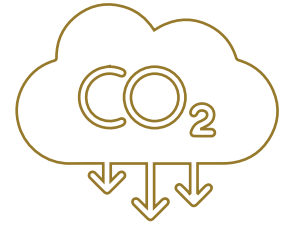
# CONCLUSION

We are at the beginning of our Net Zero journey. We've identified our CO<sub>2</sub>e emission footprint, set Net Zero targets in line with limiting global temperature rises to 1.5°C. The footprint has led us down the line of the identification of our hotspot and largest CO<sub>2</sub>e emissions sources. This has identified that Scope 1 is large due to all the Natural Gas that is combusted as a result of both our industrial boilers and our four CHP units. Whilst electricity is also large due to the demand of our hotels to provide building related services to our guests. Both of these areas fit into the facilities group and will need further considerations, to address this we will hold an internal workshop that will be used to align the asset level investments and projects to the Net Zero decarbonisation requirements. This will help to increase energy efficiency, electrify heating sources and look for renewable sources of energy that make commercial and operational sense to all stakeholders.

Our Scope 3 Purchased goods and services is also another significant hotspot to reduce CO<sub>2</sub>e emissions. This fits into the Supply Chain group and makes up most of the groups CO<sub>2</sub>e emissions. We will carry out an internal workshop to align our Net Zero strategy within the Supply Chain as part of an engagement piece. This will help to ensure that our engagement is able to support a reduction over the longer term but also factor in the full life cycle benefits across environmental impacts.

Both of these workshops are Imperial London Hotels next steps in our decarbonisation journey, ensuring that our Operational Strategies are aligned to what is required to deliver above and beyond a reduction in global warming beyond 1.5°C warming, by aligning our strategies to UN SDG's and Sustainable Development<sup>10</sup>.

<sup>10</sup> <https://sdgs.un.org/goals>



# CO<sub>2</sub>e missions methodology – inclusions within current numbers:

## Scope 1

Scope 1 sources included in the inventory are onsite (or “stationary”) Natural Gas combustion and mobile fuel combustion from leased and owned vehicles.

## Scope 2

Purchased electricity was the only identified Scope 2 CO<sub>2</sub>e emissions source. However, per the GHG Protocol Scope 2 Guidance, Scope 2 CO<sub>2</sub>e emissions have been calculated and reported using two separate methodologies:

- A location-based method reflecting the average CO<sub>2</sub>e emissions intensity of grids on which energy consumption occurs.
- A market-based method reflecting CO<sub>2</sub>e emissions from the electricity that Imperial London Hotels have purposefully chosen via our energy procurement activities. This accounts for energy purchased from green energy suppliers. Where electricity is brown, the UK residual mix factor has been used as it is assumed that the renewable and low carbon electricity which is part of the UK residual mix has been sold under contracts such as REGO.

## Scope 3

### Category 1: Purchased goods and services

Includes all upstream (i.e., cradle-to-gate) CO<sub>2</sub>e emissions from the production of goods purchased or acquired by Imperial London Hotels in the reporting year.

### Category 2: Capital goods

Includes all upstream (i.e., cradle-to-gate) CO<sub>2</sub>e emissions from the production of capital goods purchased or acquired by Imperial London Hotels in the reporting year.

### Category 3: Fuel and energy-related services

Relates to transportation and distribution losses, and the well-to-tank CO<sub>2</sub>e emissions for all fuels consumed as a result of Imperial London Hotels’ operation.

- Well-to-tank CO<sub>2</sub>e emissions account for all the CO<sub>2</sub>e emissions related to the extraction, production, and shipping of fuels excluding

only the direct combustion of the fuel (e.g., fuel consumed by Imperial London Hotels’ owned or leased vehicles).

- Transmission losses account for all the energy that is lost between the electricity production in the powerplant and when it is used (e.g., resistance in power lines).

### Category 4: Upstream transportation and distribution

Relates to the paid distribution of products being delivered to Imperial London Hotels.

### Category 5: Waste

Includes CO<sub>2</sub>e emissions from third-party disposal and treatment of waste generated in Imperial London Hotels’ owned or controlled operations in the reporting year

- We have utilised the ‘waste-type-specific’ method, which involves using CO<sub>2</sub>e emission factors for specific waste types and waste treatment methods

### Category 6: Business travel

Includes CO<sub>2</sub>e emissions from the transportation of employees for business-related activities in vehicles owned or operated by third parties, such as aircraft, trains, buses, and passenger cars. This also includes CO<sub>2</sub>e emissions resulting from hotel stays resulting from business-related trips.

- We have used the distance-based method, which involves determining the distance and mode of business trips, and then applying the appropriate CO<sub>2</sub>e emission factor for the mode used where possible.
- We have used spend to estimate the number of nights stayed in hotels to calculate the CO<sub>2</sub>e emissions.
- We have used the spend to calculate the CO<sub>2</sub>e emissions for food consumed within this Category.

**Category 7: Employee commuting**

Includes CO<sub>2</sub>e emissions from the transportation of employees between their homes and Imperial London Hotels' offices. CO<sub>2</sub>e emissions from employee commuting may arise from car, bus, train, or cab travel. We have also included energy consumption and waste production which occur from employees working from home in this category.

- We have used an internal commuting survey to calculate the CO<sub>2</sub>e emissions within this Category. This has helped us to understand the exact distances employees and modes of transport that employees are using to travel to site.
- For agency staff, we have used the exact modes of transport and distances travelled that the agency recruitment organisation provided.

**Category 13: Downstream leased assets**

Includes CO<sub>2</sub>e emissions from the energy and water consumption of buildings that Imperial London Hotels leases out to tenants and controls the utilities contracts for the tenants. Where the asset is connected to the mains meter and supply of one of the hotels, the associated CO<sub>2</sub>e emissions have been included Scope 1, 2 and 3 Category 1.

- We have utilised a market-based method reflecting CO<sub>2</sub>e emissions from the electricity that Imperial London Hotels have purposefully chosen via our energy procurement activities. This accounts for energy purchased from green energy suppliers.

## Emissions Methodology – Non-Material exclusions for Fy24 Baseline CO<sub>2</sub>e emissions:

**Scope 3**

**Category 8: Upstream leased assets**

Is excluded from FY24 baseline CO<sub>2</sub>e emissions, as we do not lease any assets.

**Category 9: Downstream transportation and distribution**

Is excluded from FY24 baseline CO<sub>2</sub>e emissions, as we do not sell goods that need to be transported by our customers.

**Category 10: Processing of sold products**

Is excluded from FY24 baseline CO<sub>2</sub>e emissions, as we do not manufacture products.

**Category 11: Use of sold products**

Is excluded from the FY24 baseline CO<sub>2</sub>e emissions, as we do not sell physical products.

**Category 14: Franchises**

Is excluded from FY24 baseline CO<sub>2</sub>e emissions, as we do not operate franchises.

**Category 15: Investments**

Is excluded from FY24 baseline CO<sub>2</sub>e emissions, as we do not have any investments whereby, we provide capital or offer financing as a service.





An intelligent approach to energy, waste & sustainability

Sustainable Advantage  
Hersham Place Technology Park  
Molesey Road, Hersham  
Surrey  
KT12 4RS

[info@sustainable-advantage.com](mailto:info@sustainable-advantage.com)  
[sustainable-advantage.com](http://sustainable-advantage.com)  
0203 544 2020

