



bott

Working Towards **Sustainability**

2024





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Vision

To be recognised worldwide as a leading manufacturer and service provider of innovative static and mobile workspace solutions that improve efficiency and productivity

Create efficient and productive work and living spaces, using the best available materials, technologies, and methods in an innovative and responsible way to make a positive impact on people and environment

Mission

At Bott Ltd, we aim to create efficient and productive work and living spaces that bring value to business, people, and environment by embedding sustainability at the heart of the organisation and decision making at every level.

bott designs, develops, manufactures, and supplies high quality professional workplace solutions that add value to businesses by making their daily work easier and improving efficiency and productivity. By embracing new innovative ideas, materials and business models, Bott develops smart product ranges for a changing world and reduces its impact on the environment.

As a company, we take a proactive approach to reducing our environmental impact and are committed to protecting our natural resources. We have invested heavily in becoming ISO 14001 compliant and in green technologies across our UK sites, such as electric company vehicles, rainwater harvesting, energy efficiency, intelligent lighting, and solar power. Bott Ltd is registered to and meets the requirements of the internationally recognised Environmental Management Standard - ISO 14001:2015 by NQA. We are also ISO 45001:2018 Occupational Health & Safety Management System (OHSMS) compliant, this ensures we protect the health, safety and wellbeing of your employees, visitors and anyone affected by our activities.

Our UK manufacturing facility in Bude, Cornwall, is one of the largest employers in the region and we are proud to maintain a positive impact on the local community through a variety of support initiatives.



Caring for the Environment



As one of the UK's leading workshop equipment and specialist vehicle conversion companies, we have a clear responsibility to protect the environment. Our aim is to create more sustainable ways of doing business.

We are reducing our impact on the environment through a clear environmental management system. This system seeks to minimise our consumption of both energy and primary resources, and we will endeavour to use leading edge technology to ensure our products, services and production processes are sustainable in the medium and long terms.

Reductions/Efficiencies

- Specifying high thermal-efficiency building materials, and providing insulated loading dock door openings.
- Using energy saving lighting wherever possible, coupled to programmable timers and photocells.
- Forced warm air recirculation is utilised from roof space to floor level to minimise space heating loads.
- Paint plant oven uses a camel back construction which naturally reclaims heat to minimise energy input.
- Compressed air is efficiently produced using intelligent demand-matching technology and variable speed drives.
- Common source plant solution heating uses dual-fuel technology and super insulated thermal fluid distribution systems.
- Balanced power factor correction for all major plant is coupled to soft-start motors and inverter technologies to reduce power surges.
- Selection of production machinery prioritises the use of low energy technologies.

- Use of latest Euro 5 and 6 emission standard delivery vehicles and optimally sized tractor units.
- Increasing use of modern IT technologies such as video-conferencing to minimise passenger air and car miles.
- Specifying low CO2 or hybrid company cars.
- Monitoring company vehicle driving through telematics and camera technologies.
- Carrying out regular planned plant maintenance to optimise running performance.
- Optimised route planning for delivery vehicles and field sales/service personnel to minimise mileage.

Renewable Energy

- Installation of photo-voltaic solar arrays to reduce carbon-based energy dependency.

Innovation/Circularity

- Exploring and implementing the use of green energy technologies where commercially viable.

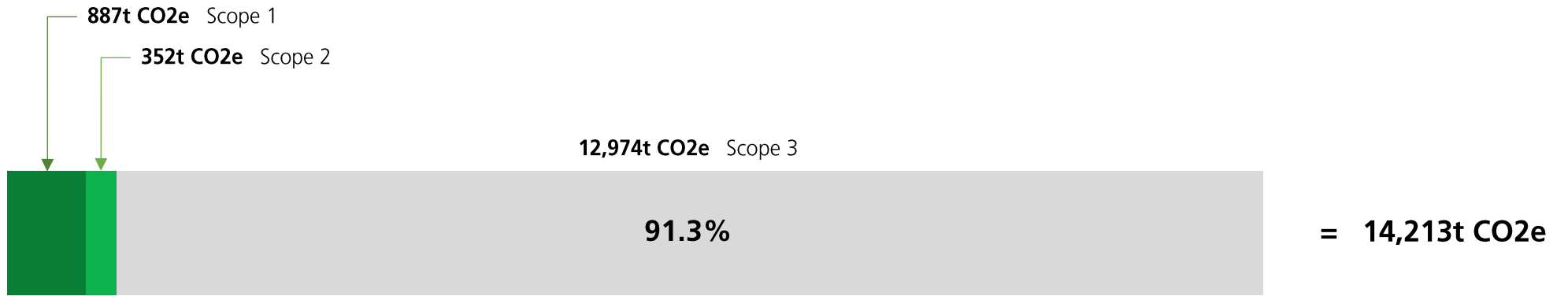
Governance

- Established a company Energy Management Committee empowered to make energy saving changes in the workplace.
- Established a company ESG Steering Group that consider future investments in related topics.

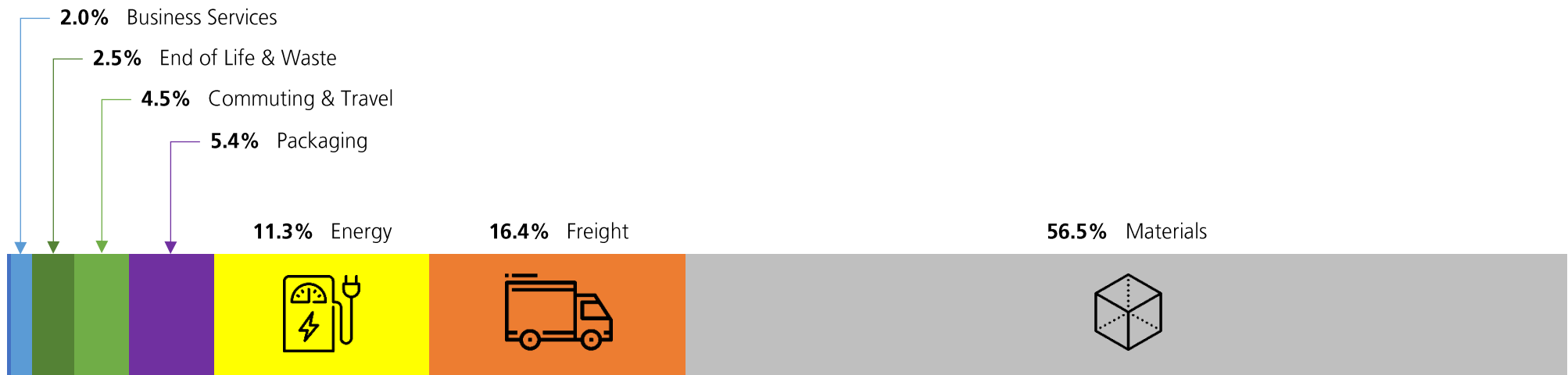
Emissions Baseline 2022



Total Emissions by Scope



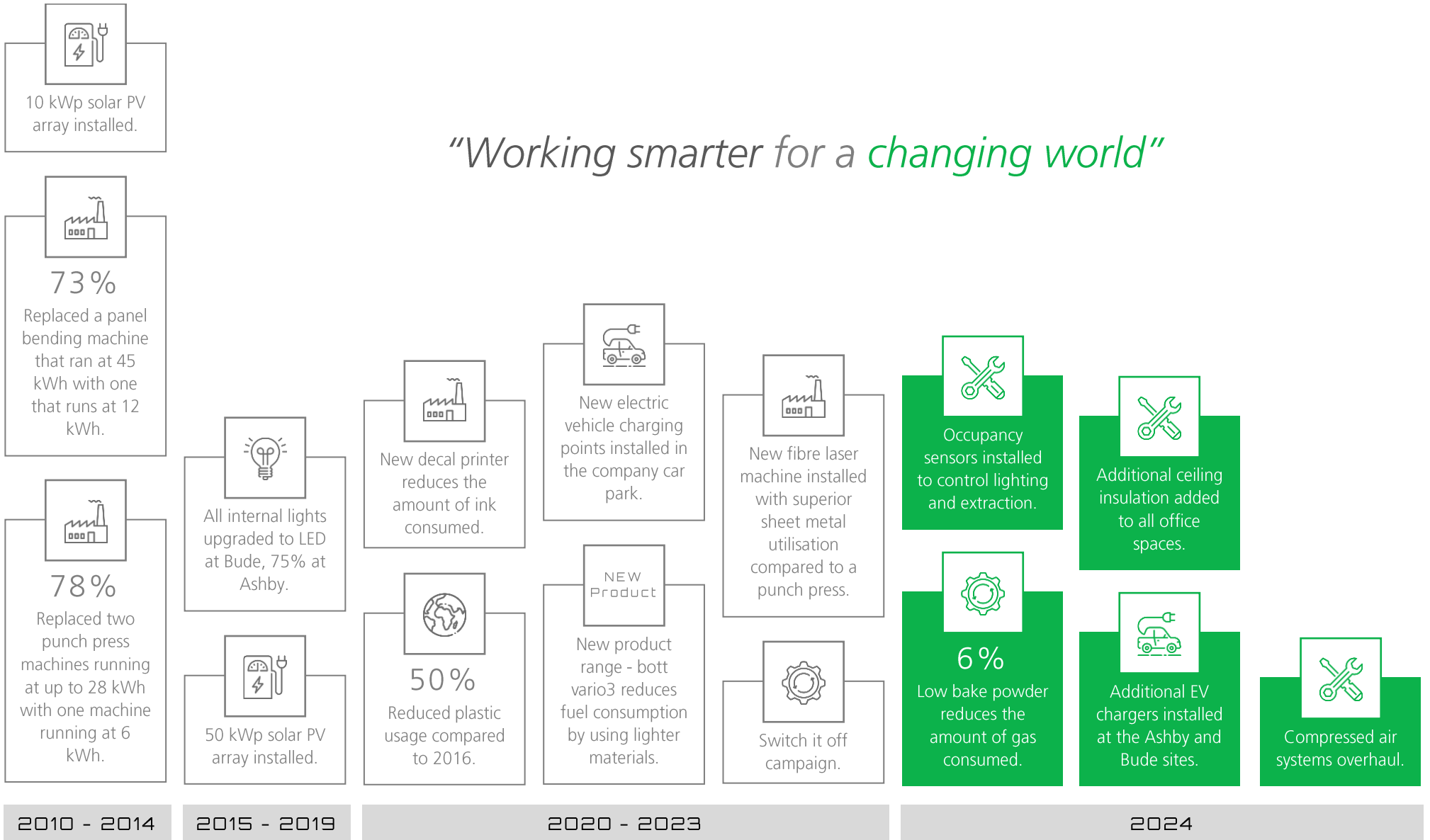
Total Emissions by Source



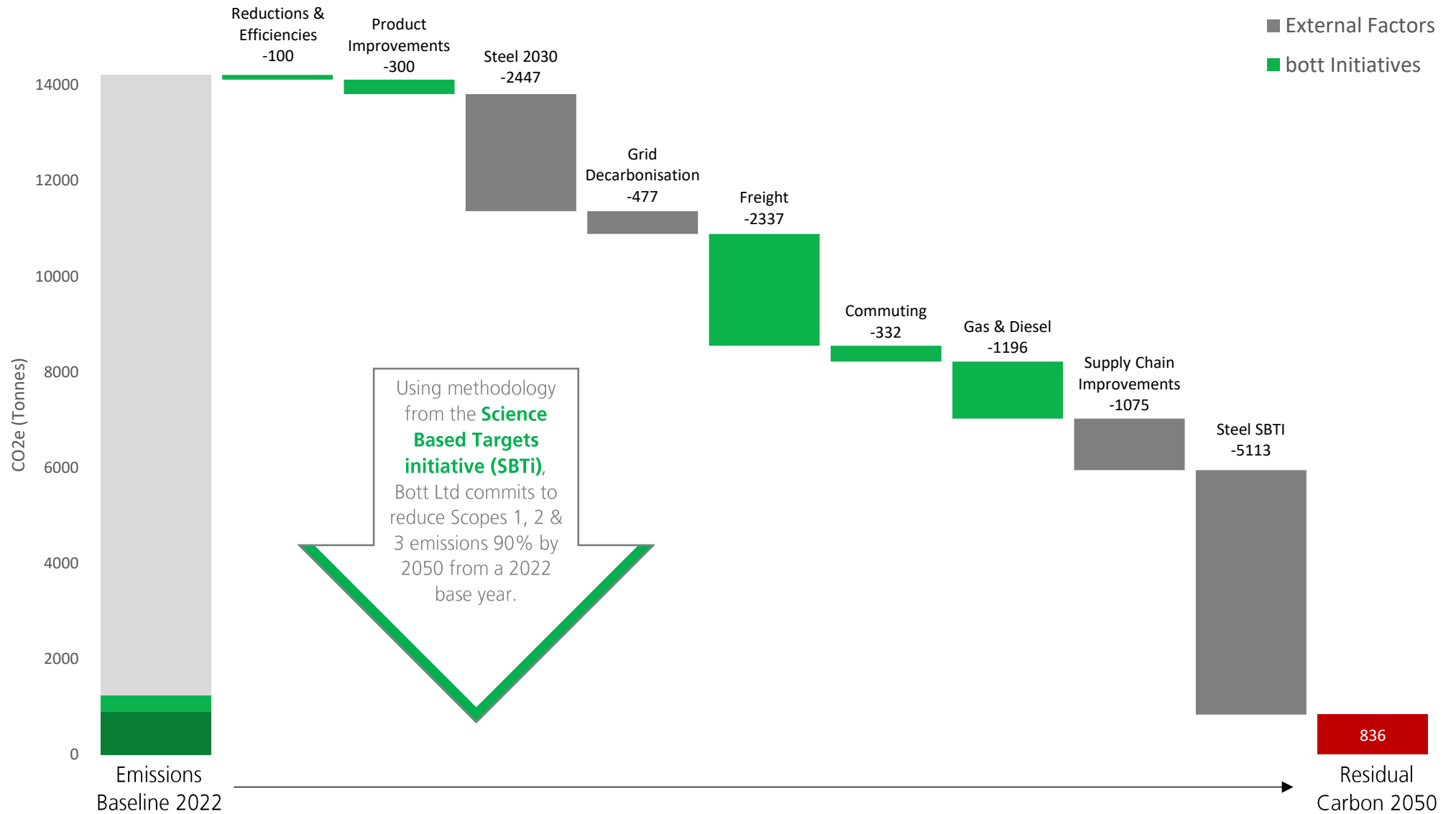
Emissions Reduction Progress



“Working smarter for a changing world”



Emissions Reduction Roadmap



Actively Supporting Local Communities

We commit to increasing our positive social impact within our communities.

We do this by:



Promoting greater diversity, representation, and anti-discrimination practices across the business.



Conduct an annual ESG survey across our workforce to help inform future sustainability and policy development, and to assist in the identification of common ground on which we can engage and take action.



Enhance our onboarding due diligence by including questions and/or expectations about practices and policies relation to, for example, workforce and supply chain diversity.



Donate to and volunteer with causes committed to supporting local communities.



Hold charity days across the business to support UK charities.

Creating Good Jobs and Careers

At bott, we commit to improving the diversity and representation of our workforce in line with the communities in which we are based.

We commit to:



Increasing the diversity and representation of our workforce to reflect the communities in which we operate, for example, by ensuring we recruit via a platform which is available to everyone, mitigating bias in our recruitment process, and ensuring all employees are able to make a meaningful contribution throughout every level and in every department of our company.



Invest in the upskilling of our team including apprenticeship programmes, technical skills, and leadership.



Build and maintain a safe, inclusive, fun, and spirited workplace and a culture of empathy and tolerance.



Be an equal opportunities employer and offer fair compensation and benefits.



Ensure salary reviews and promotions are objective and fair, so that any biases we may have can be mitigated.



Support and encourage employee-led groups focused on diversity and inclusion.

Responsible Sourcing

We deeply respect the world that we live in and work hard to ensure we operate with the highest levels of environmental kindness. We ask the same of our supply chain, so that we can bring to market a portfolio of products and services that offer quality, value for money and, most importantly, ecological and ethical sustainability.

Our suppliers are carefully selected for their own standards of corporate conduct and, wherever possible, we opt for the most local source. We have authored a robust Code of Conduct manual for suppliers to ensure that the full bott principles are mirrored at all stages of the procurement cycle. This ensures that we have no conflict minerals within the supply chain; we do not indirectly support armed groups or human rights violations; give no tolerance to human trafficking or corporate bribery; can ensure that all direct and indirect supplies operate with the highest of financial integrity; and we comply in all cases with national and international trade compliance and control. These, among many other conduct topics, form the backbone of our supplier relations.

The raw materials we choose are wherever possible from outlets which offer a high recycled content or is from sustainable sources. Steel is sourced from UK mills which use recycled steel and iron in the input streams. Timber is sourced from suppliers who use sustainable forests (FSC certified). Chemicals are chosen for their proven minimal impact. Powder paint, free from carcinogens and heavy metals, is specified and formulated as low-bake. Using low-bake powders reduces stoving temperatures which minimises gas use and lowers emissions. Any over-sprayed powder within our paint plant is recycled in-house and re-used. Any cardboard used in packaging is specified as T2 with a high content of recycled paper. Complex nesting software is used to ensure our

designs fit cleverly within sheets of metal, ensuring we can cut as many templates as possible from each layer. Constantly striving to minimise waste and scrapage is forefront, protecting the environment and offering efficiency and affordability.

As we proudly operate our own fleet, we are also able to use our own return shipment journeys to collect our own supplies. This ensures that we do not run empty vehicles, are able to prevent unnecessary haulier road traffic and save carriage costs that help make our products more economical.

It is deeply important to us that we contribute as much as possible to the protection of our planet, our industry, and our community. We will continue to be forward thinking in our approach to find new and improved ways to grow our awareness in this area.





Our sustainability strategy is built upon the United Nations (UN) Sustainable Development Goals (SDGs). They define global priorities and goals for sustainable development until 2030 and aim to mobilise global efforts to achieve a common set of goals and targets. We have identified seven goals that are particularly relevant to our business activities that focuses on our product offering, the planet, and the wellbeing of our people.

Product

Reduction and Efficiency

- Optimise existing products and processes to use as little material as possible to realise the product and minimise waste.

Innovation: New Materials and Designs

- Investigate alternative materials and designs that reduce the carbon footprint without compromising on quality and functionality of products.

Circularity

- Extend the life of existing products by giving them a second life. Refurbishment and resale.
- Closed loop recycling at the end of the products life.

Planet

Reduction and Efficiency

- Optimise processes and operation to minimise energy and water use and reduce waste.

Renewable Energy

- Pledge to use 100% renewable energy by 2050.

Supply Chain

- Work with suppliers to measure and reduce indirect Scope 3.

Relevant Neutralisation

- Carbon offsetting of unavoidable emissions.

People

Employer of Choice

- Attract new talent and retain skill with an engaging company culture.

Learning and Opportunities

- Further develop individual training and development for Bott staff through the Bott Academy.
- Partnership with local schools, universities, and job centre.

Community Engagement

- Raise awareness of Bott within the local community.

Charity Partnerships

- Build strategic partnerships with charities.



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 RESPONSIBLE
 CONSUMPTION
 AND PRODUCTION

Sustainable Consumption and Production

- Timber is sourced from suppliers who in turn use sustainable forests (FSC certified).
- Eco-friendly chemicals proven to be of minimal environmental impact are utilised in all process treatments such as substrate preparation prior to painting.
- Responsible handling of all production waste.

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 DECENT WORK AND
 ECONOMIC GROWTH

Decent Work and Economic Growth

- Code of Conduct including key principles on integrity and ethical business conduct.
- Code of Conduct for suppliers, including compliance with human rights standards.
- Reporting options, e.g., in the event of human rights violations.

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 INDUSTRY, INNOVATION
 AND INFRASTRUCTURE

Industry, Innovation, and Infrastructure

- Products have a long service life and a 10-year extended guarantee thanks to outstanding product quality.
- ISO 9001 certification (quality management systems).

bott is aware that its operations have a significant impact on the environment and is committed to doing more.



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AFFORDABLE AND
CLEAN ENERGY

Affordable and Clean Energy

- Installation of photo-voltaic solar arrays to reduce carbon-based energy dependency.
- Recycled rain water is used for the toilet flush systems and various production processes.
- ISO 14001 certification (environmental management systems).

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CLIMATE
ACTION

Climate Protection Measures

- Environmentally compatible packaging material with a high proportion of recycled content.

bott already has strong employee programmes and community activities in place.



3
GOOD HEALTH
AND WELL-BEING

Health and Well-being

- Occupational health management (including ergonomics advice and sports courses).
- Other social and fringe benefits for employees such as free company restaurants (at selected locations) and company pension schemes.
- ISO 45001 certification (occupational health and safety management systems).
- GP24 Service that provides free virtual GP access to our employees.
- Qualified mental health first aiders.
- 'Time to Talk' days.

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GENDER
EQUALITY

Equality for All

- Equal opportunities.
- Equal pay.
- Gender representation at all levels of the business.
- Flexible working schedules.
- Family leave.
- Transparent recruitment.

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We reserve the right to correct errors and make changes.