Mansley Serviced Apartments CO2e Report

1st April 2022 – 31st March 2023

JUNE 2023

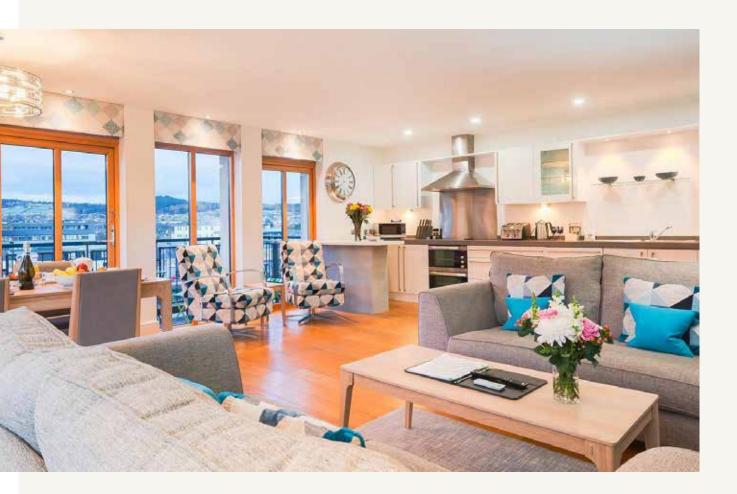






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Introduction

This report summarises the work undertaken by Green Tourism to support Mansley Serviced Apartments in establishing their carbon footprint.

In line with the proposal, Green Tourism utilised guidance from the Greenhouse Gas Protocol and Sustainable Hospitality Alliance to assist Mansley Serviced Apartments in defining the organisational and operational reporting boundaries and emission source categories to be included their carbon footprint measurement. A tailored template was provided to Mansley Serviced Apartments, detailing the required and optional emission sources and measurement data necessary for the carbon footprint calculation.

Using the information from the inventory, Green Tourism calculated the carbon footprint for each property in the portfolio and for the organisation. Various intensity metrics were employed to assess emissions per property, such as CO2e per square meter, per £000 of revenue, and per bed night. The report presents the carbon footprint certificates for each property, offering a comprehensive view of the total greenhouse gas footprint, emissions breakdown by scope and category, and suggested potential decarbonisation focus areas for the group as well as for addressing any reporting gaps identified.



Reporting Boundaries

The operational portfolio of Mansley Serviced Apartments consists of 7 properties, under the chosen approach, we report on the scope 1, 2 and 3 greenhouse gas emissions associated with the operation of the properties outlined below.

10 Curzon Street by Mansley
10 Curzon Street, London, W1 7UG, England
44 Curzon Street by Mansley
44 Curzon Street, London, W1J 7UG, England
Braid Apartments by Mansley
27 Thistle Street, Edinburgh, EH2 1DX, Scotland
Highland Apartments by Mansley
21-23 Bridge Street, Inverness, IV1 1HD, Scotland
No.1 the Mansions by Mansley
219 Earls Court Road, London, SW5 9BN, England
Strozzi Palace Suites by Mansley

55 St George's Place, Cheltenham, GL50 3LA, England

The Knight Residence by Mansley

12 Lauriston Street, Edinburgh, EH3 9DJ, Scotland

The emissions categories within the GHG Protocol have been thoroughly reviewed, and based on our assessment, the following have been deemed in or out of bounds for inclusion in our carbon footprint calculations.

Scope	Category	Reporting Boundary	Rational
1	Stationary Combustion	Classified as IN BOUNDS	Applicable to Mansley Serviced Apartments as emissions from gas central heating and cooking
1	Fugitive Emissions	Classified as IN BOUNDS	Applicable to Mansley Serviced Apartments as emissions from refrigeration equipment and fire suppressant equipment
1	Mobile Combustion Emissions	Applicable to Mansley Serviced Apartments; Classified as IN BOUNDS	Applicable to Mansley Serviced Apartments as emissions from use of owned vehicles
1	Process Emissions	Classified as OUT OF BOUNDS	Not applicable to Mansley Serviced Apartments as no process emissions are associated with their business activities
2	Emissions from Purchased Energy	Applicable to Mansley Serviced Apartments; Classified as IN BOUNDS	Applicable to Mansley Serviced Apartments as emissions from purchased electricity
3	Purchased goods and services (1)	Applicable to Mansley Serviced Apartments; Classified as IN BOUNDS	Applicable to Mansley Serviced Apartments as emissions from the goods and services purchased by the company

Reporting Boundaries Cont.

Scope	Category	Reporting Boundary	Rational
3	Capital goods (2)	Applicable to Mansley Serviced Apartments; Classified as IN BOUNDS	Applicable to Mansley Serviced Apartments as emissions from capital goods purchased by the company
3	Fuel and energy related activities not included in scope 1 & 2 (3)	Applicable to Mansley Serviced Apartments; Classified as IN BOUNDS	Applicable to Mansley Serviced Apartments as emissions from the transmission and distribution (T&D) and the well-to-tank (WTT) emissions of purchased energy and fuels
3	Upstream transportation and distribution (4)	ortation Serviced Apartments; as emissions from the transportation	
3	Waste generated in operations (5)	Applicable to Mansley Serviced Apartments; Classified as IN BOUNDS	Applicable to Mansley Serviced Apartments as emissions from the processing and disposal of waste generated by the company
3	Business travel (6)	Applicable to Mansley Serviced Apartments; Classified as IN BOUNDS	Applicable to Mansley Serviced Apartments as emissions from business related travel in vehicles not owned by the company
3	Employee Applicable to Mansley Serviced Apartments; Classified as IN BOUNDS Work in vehicles not owned by the company		
3	Upstream leased assets (8)	Classified as OUT OF BOUNDS	Not applicable to Mansley Serviced Apartments as emissions associated with the operation of leased assets are included in scope 1 and 2 reporting
3	Downstream transportation and distribution (9)	Classified as OUT OF BOUNDS	Not applicable to Mansley Serviced Apartments as no downstream transportation and distribution emissions are associated with the company activities
3	Processing of sold products (10)	Classified as OUT OF BOUNDS	Not applicable to Mansley Serviced Apartments as the company do not sell products for further processing
3	Use of sold products (11)	Classified as OUT OF BOUNDS	Not applicable to Mansley Serviced Apartments as the company do not sell products
3	End-of-life treatment of sold products (12)	Classified as OUT OF BOUNDS	Not applicable to Mansley Serviced Apartments as the company do not sell products
3	Downstream leased assets (13)	Classified as OUT OF BOUNDS	Not applicable to Mansley Serviced Apartments as the company do not lease out any assets
3	Franchises (14)	Classified as OUT OF BOUNDS	Not applicable to Mansley Serviced Apartments as the company do not operate franchise
3	Investments (15)	Classified as OUT OF BOUNDS	Not applicable to Mansley Serviced Apartments as the company do not operate any investments not already accounted for elsewhere (emissions associated with portfolio expansion and property refurbishment captured in scope 1, scope 2, and scope 3 - purchased goods & services, capital goods, waste where applicable)

Overview of Results

For full results for the individual properties see Appendix 1

	Market-Based Footprint (t CO2e)	Location-Based Footprint (t CO2e)
Mansley Serviced Apartments	137.80	238.56
10 Curzon Street	3.50	4.85
44 Curzon Street	10.9	15.71
Braid Apartments	14.55	27.70
Highland Apartments	20.38	48.43
No.1 the Mansions	41.04	59.08
Strozzi Palace Suites	4.87	10.73
The Knight Residence	42.56	72.06

Total CO2e Emissions for the Reporting Period

CO2e emissions for the reporting period by scope

	Scope 1 (t CO2e)	Scope 2 (t CO2e)	Scope 3 (t CO2e)
Mansley Serviced Apartments	16.70	100.20	121.67
10 Curzon Street	0.92	1.36	2.57
44 Curzon Street	2.20	4.87	8.64
Braid Apartments	3.05	13.02	11.63
Highland Apartments	0.00	28.09	20.34
No.1 the Mansions	4.73	18.31	36.04
Strozzi Palace Suites	0.00	5.90	4.83
The Knight Residence	6.49	29.54	36.03

Results based on location-based footprint.

	Natural Gas (t CO2e)	Purchased Electricity (t CO2e)	Water Consumption (t CO2e)	Home Working (t CO2e)	WTT and T&D Losses (t CO2e)
Mansley Serviced Apartments	16.70	100.20	4.77	2.39	38.17
10 Curzon Street	0.92	1.36	0.29	0.00	0.63
44 Curzon Street	2.20	4.87	0.47	0.47	2.04
Braid Apartments	3.05	13.02	0.83	0.00	4.99
Highland Apartments	0.00	28.09	1.45	0.00	9.69
No.1 the Mansions	4.73	18.31	1.77	1.18	7.09
Strozzi Palace Suites	0.00	5.90	0.11	0.00	1.93
The Knight Residence	6.49	29.54	1.44	0.72	10.81

CO2e emissions for the reporting period by inbound category

Results based on location-based footprint.

CO2e emissions for the reporting period by inbound category cont.

	Business Travel (t CO2e)	Employee Commuting (t CO2e)	Purchased Goods (t CO2e)	Purchased Services (t CO2e)	Capital Goods (t CO2e)
Mansley Serviced Apartments	9.54	7.16	11.93	38.17	9.54
10 Curzon Street	0.00	0.00	0.24	1.07	0.34
44 Curzon Street	0.00	0.79	0.79	3.14	0.94
Braid Apartments	0.00	0.00	1.11	4.71	0.00
Highland Apartments	0.97	0.97	1.45	5.33	0.48
No.1 the Mansions	4.73	3.54	2.36	9.45	5.91
Strozzi Palace Suites	0.21	0.00	0.43	1.93	0.21
The Knight Residence	2.88	1.44	5.04	11.53	2.16

Results based on location-based footprint.

Analysis

The total CO2e emissions for the reporting period varied across the properties in the with the Market-Based Footprint ranging from 3.50 to 42.56 t CO2e, while the Location-Based Footprint ranged from 4.85 to 72.06 t CO2e.

Scope 1 and Scope 2 emissions show variation across the portfolio and this is likely due to property sizes and some properties being fully electric. Scope 3 emissions (indirect emissions from other activities) make up a significant portion of the overall emissions for all properties ranging from 42% - 61%.

The emissions from purchased electricity, purchased serviced, and WTT and T&D losses contribute to the majority of emissions for all properties. While emissions from natural gas consumption becomes a significant contributor for those properties who use it. The remaining categories of home working, business travel, employee commuting, purchased goods, and capital goods tend to be relatively small contributors overall.

This year's carbon footprint report is based on the currently available data held by Mansley Serviced Apartments, and it should be noted that certain inbound categories, such as waste and guest travel, have not been included due to the unavailability of data, while others such as purchased services or goods only captures emissions related to the most significant contributors to the category.

Mansley Serviced Apartments acknowledge the importance of comprehensive reporting and are committed to expanding their data collection efforts to capture additional emission data in subsequent reports. Mansley Serviced Apartments also understand the significance of measuring their environmental impact accurately and transparently and are actively working to enhance the reporting processes to provide a more comprehensive overview of their greenhouse gas emissions.

Addressing Reporting Gaps

As noted, the carbon footprint for this reporting period has been calculated using currently available data. Analysis shows there are data gaps associated with some inbound categories including mobile combustion, waste, guest travel, purchased services, purchased goods and capital goods. To capture a more comprehensive overview of Mansley Serviced Apartments greenhouse gas emissions the following recommendations are given.

Mobile combustion from owned vehicles:

- Fuel consumption records: Maintain records of fuel consumption for each vehicle through fuel receipts or fuel card systems.
- Servicing or MOT records: Review servicing and MOT documentation both of which will provide details of vehicle milage over a given period, which can then be used to inform on mobile combustion emissions.

Waste:

- Implement a waste tracking system: Establish a system to track the types and quantities of waste generated by Mansley Serviced Apartments. This can involve regular waste audits, waste monitoring software, or working closely with waste management providers.
- Engage employees: Encourage employees to report waste data and provide clear guidelines on waste sorting and measurement.
- Collaborate with waste management partners: Collaborate with waste management service providers to obtain data on waste disposal methods and associated emissions.

Guest travel:

- Travel surveys: Conduct regular surveys or questionnaires to gather data on employee travel patterns, including modes of transportation, distances travelled, and frequency of travel.
- Engage with travel agencies: Collaborate with travel agencies to obtain detailed data on guest travel, including carbon emissions associated with flights or other transportation modes.

Purchased goods and services:

- Supplier engagement: Engage with suppliers and request data on the carbon footprint of the goods and services they provide. Ask for information on the supply chain, including raw materials, production processes, and transportation.
- Supplier surveys and questionnaires: Design surveys or questionnaires specifically tailored to gather carbon-related information from suppliers. Request data on energy consumption, emissions, and environmental certifications.
- Carbon footprint certifications: Prioritise suppliers that have undergone carbon footprint certifications or have obtained environmental labels, as they may provide relevant data.

Capital goods:

- Equipment specifications and manuals: Collect data on the energy efficiency ratings, power consumption, and emissions associated with capital goods by referring to equipment specifications and manuals provided by manufacturers.
- Maintenance and service records: Review maintenance and service records to track energy usage and emissions of capital goods over their lifecycle.
- Collaborate with facilities management: Coordinate with the facilities management team to gather data on the energy consumption and emissions of capital goods, such as HVAC systems, lighting systems, and machinery.

Priority Decarbonisation Focus Areas

The following decarbonisation recommendations are provided based on this year's carbon footprint analysis, taking into account the available data. It should be noted, however, that due to the reporting gaps and ongoing efforts to expand data collection, these recommendations may evolve and be subject to change in future assessments.

Scope 1 – Stationary Combustion (Natural Gas Consumption)

- 1. Energy efficiency improvements: Conduct an energy audit to identify opportunities for improving energy efficiency in heating and cooking systems, such as upgrading to more efficient equipment, optimising controls, and improving insulation.
- 2. Transition to renewable energy sources: Explore alternatives to natural gas for heating and cooking, such as transitioning to electric heating systems powered by renewable energy sources like solar or wind.
- 3. Energy management and monitoring: Implement an energy management system to track and optimise natural gas consumption for heating and cooking, identifying areas of inefficiency and implementing measures for improvement.
- Retrofitting and system upgrades: Retrofit existing heating systems to improve efficiency, such as replacing outdated boilers or furnaces with high-efficiency models or installing heat pumps for space heating and cooling.
- 5. Demand-side management: Implement measures to reduce heating and cooking demand, such as optimising temperature settings, promoting energy-efficient cooking practices, and implementing smart controls for better energy management.
- 6. Employee awareness and behaviour change: Educate employees about energy-efficient practices, such as turning off heating equipment when not in use or using timers or programmable thermostats.
- 7. Renewable natural gas procurement: Explore opportunities to purchase renewable natural gas (RNG) produced from organic waste or landfill gas as a sustainable alternative to conventional natural gas.
- 8. **Regular maintenance and system optimisation:** Ensure regular maintenance and optimisation of heating and cooking systems to maximise their efficiency, minimise waste, and reduce emissions.

Scope 2 – Purchased Energy (Purchased Electricity)

- 1. Energy efficiency improvements: Implement energy-saving measures, such as upgrading lighting systems, optimising HVAC systems, and improving insulation, to reduce energy consumption and associated emissions.
- On-site renewable energy generation: Explore the feasibility of installing renewable energy systems on company premises to generate clean electricity on-site.
- Collaborative renewable energy projects: Explore partnerships or collaborations with other organisations to jointly develop renewable energy projects that can serve the collective energy needs of multiple entities.
- 4. Employee engagement and awareness: Encourage employees to adopt energy-efficient behaviours, such as turning off lights and equipment when not in use and educate them about the company's decarbonisation efforts.
- 5. Demand response programmes: explore the feasibility of participating in demand response initiatives that allow the company to adjust its energy usage during peak demand periods, thereby reducing reliance on fossil fuel-based power plants e.g., National Grid ESO DSR.

Scope 3 – Purchased Goods and Services:

- 1. **Supply chain optimisation:** Collaborate with suppliers to identify opportunities for carbon reduction throughout the supply chain, such as implementing more efficient transportation and logistics practices.
- 2. **Sustainable sourcing:** Prioritise suppliers who demonstrate strong environmental commitments and sustainable practices, ensuring that the goods and services procured align with the company's sustainability goals.
- 3. Life cycle assessment: Ask suppliers if they have undertaken an assessment of the environmental impact of their products and services. These should consider their entire life cycle from raw material extraction to disposal and can help identify areas of high impact and where low-carbon alternatives could be considered.
- 4. Supplier engagement and partnerships: Foster close relationships with suppliers, engaging in dialogue, sharing best practices, and collaborating on joint initiatives to drive carbon reductions across the supply chain.
- 5. Local sourcing and regionalisation: Explore opportunities to source goods and services from local or regional suppliers to minimise transportation-related emissions associated with long-distance supply chains.

- Circular economy practices: Embrace circular economy principles, such as product reuse, recycling, and remanufacturing, to reduce waste and emissions associated with the production and disposal of goods.
- 7. Carbon accounting and disclosure: Encourage suppliers to measure and report their greenhouse gas emissions, supporting transparency and accountability throughout the supply chain.
- 8. **Supplier incentives and recognition:** Implement incentive programs or recognition schemes that reward suppliers for adopting sustainable practices, carbon reduction initiatives, and innovation in emissions reduction.
- **9. Supplier capacity building:** Provide resources, training, and support to suppliers to enhance their understanding of sustainability issues and help them develop and implement effective carbon reduction strategies.
- **10. Collaboration and industry initiatives:** Engage in industry-wide initiatives, partnerships, and collaborations aimed at driving sustainability and carbon reduction across supply chains, such as industry coalitions or sustainability certifications.
- **11. Continuous monitoring and improvement:** Regularly monitor and evaluate the environmental performance of suppliers, track progress, and set ambitious targets to drive ongoing improvement in emissions reduction efforts.

Scope 3 – Business Travel

- 1. **Remote meetings and teleconferencing:** Encourage the use of virtual meeting platforms, video conferencing, and teleconferencing to minimise the need for travel and replace in-person meetings whenever possible.
- 2. **Travel policy and guidelines:** Develop and communicate a comprehensive travel policy that emphasises the importance of carbon reduction, encourages employees to consider alternative travel options, and provides guidelines for making sustainable travel choices.
- 3. Sustainable transportation alternatives: Encourage employees to choose lower-carbon transportation options, such as trains or buses, for domestic travel and prioritise rail or electric vehicles for longer distances, when feasible.
- **4. Encouraging active transportation:** Promote walking, cycling, or using public transportation for shorter business trips or local commuting, providing incentives and infrastructure to support these modes of transportation.

- Travel efficiency and optimisation: Encourage employees to plan trips efficiently, combining multiple meetings or activities in a single trip to minimise the number of journeys taken and optimise travel routes to reduce distance and time spent traveling.
- 6. Flexible work arrangements: Promote flexible work arrangements, such as remote work or flexible hours, to reduce the need for frequent business travel, particularly for internal meetings or routine tasks.
- 7. **Travel behaviour education:** Provide training or resources to educate employees about the environmental impact of business travel and ways to minimise emissions, including tips for efficient packing, energy-saving measures, and eco-friendly accommodation options.
- 8. Collaboration and partnerships: Explore partnerships with travel providers, hotels, or airlines that prioritise sustainability and offer low-carbon options, such as airlines with efficient aircraft or hotels with strong environmental practices.
- 9. **Tracking and reporting:** Implement systems to track and report business travel emissions, monitor progress over time, and set targets for reduction, fostering transparency and accountability within the organisation.
- 10. Continuous improvement and innovation: Encourage employees to share ideas and suggestions for further reducing business travel emissions, promote a culture of innovation, and reward and recognise efforts to minimise carbon footprint in travel-related activities.

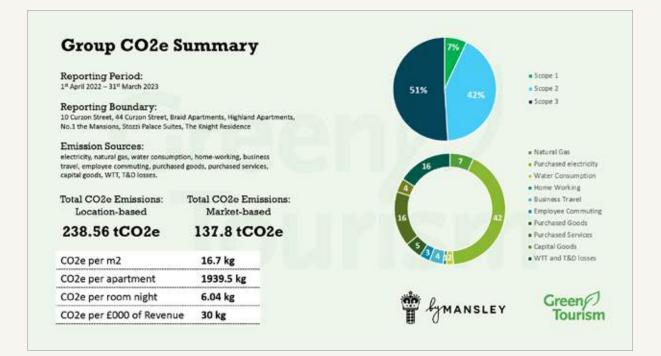
Conclusion

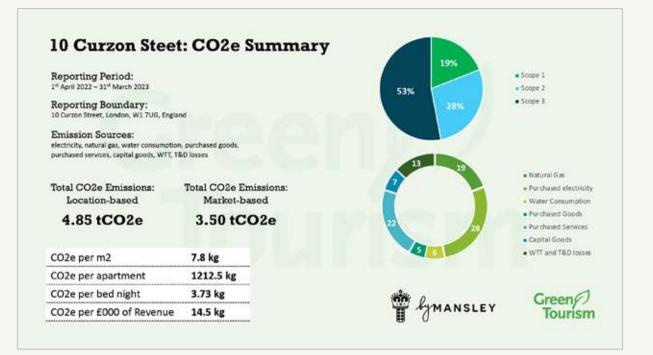
The carbon footprint report for Mansley Serviced Apartments group and its property portfolio provides valuable insights into their environmental impact.

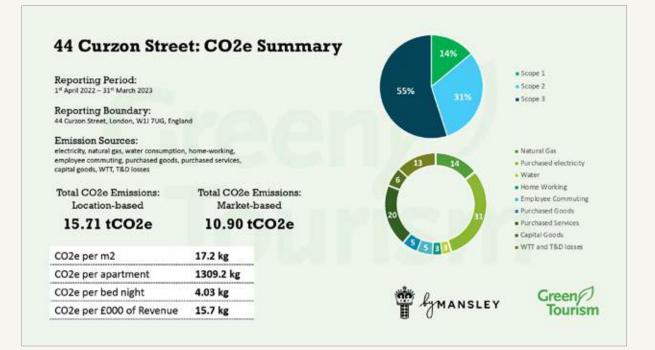
The analysis reveals that the group's overall location-based carbon footprint for the reporting period was 238.56 tonnes of CO2e, while the marketbased total was 137.80 tonnes of CO2e. At group level the single largest contributor to the overall emissions profile of Mansley Serviced Apartments was revealed to be Scope 2 – Purchased Electricity emissions, accounting for 42% of the total emissions for the group. Other significant contributors included purchased services, specifically linen hire (16%), WTT and T&D losses (16%) and natural gas consumption (7%). It is important to note that the report acknowledges certain reporting gaps due to unavailable data, primarily related to indirect emissions from guest travel, waste, and purchased goods and services. To address these gaps and accelerate decarbonisation efforts, recommendations and priority actions have been identified. These include implementing energy efficiency measures, engaging with suppliers on sustainable sourcing, promoting sustainable guest travel options, and enhancing waste management practices.

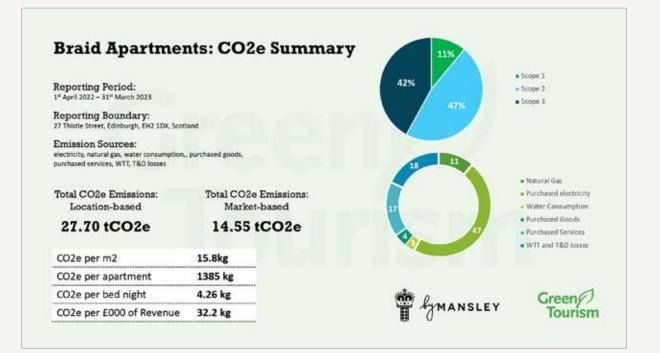


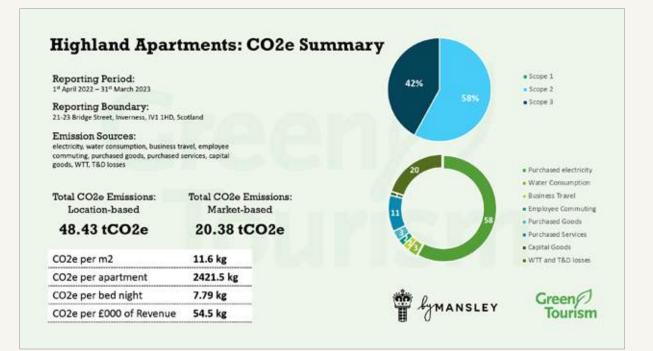
Appendix 1: Portfolio Results

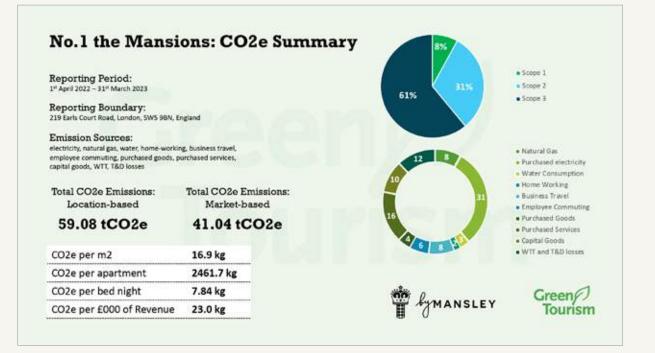


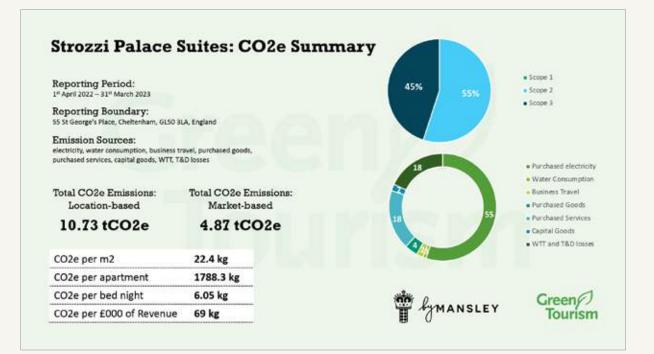


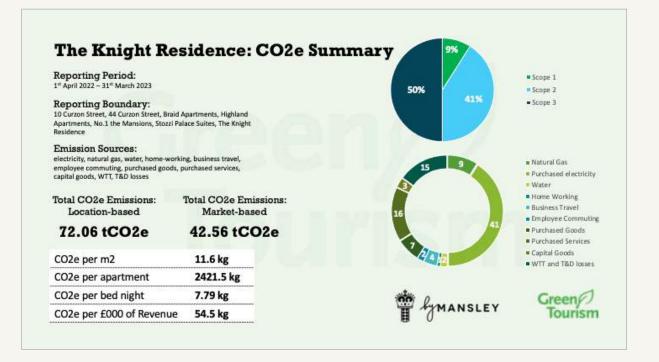












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