



## **CARBON REDUCTION PLAN**

Supplier name: BWB Consulting Ltd

Publication date: May 2025

# CARBON REDUCTION PLAN

## 1. Commitment To Achieving Net Zero

BWB Consulting Ltd, including Deetu Consulting Ltd<sup>1</sup> (BWB), is committed to achieving Net Zero emissions by 2050 at the latest. We also set an interim target of a 30% reduction in emissions by 2025, based on our baseline year. This report sets out our current carbon footprint and our progress towards achieving our net zero targets.

## 2. Baseline Emissions Footprint

Baseline emissions are a record of the greenhouse gases that have been produced in the past and were produced prior to the introduction of any strategies to reduce emissions. Baseline emissions are the reference point against which emissions reduction can be measured.

BWB has been reporting on our greenhouse gas emissions since 2020 when we signed up to the Pledge to Net Zero (PtNZ), joining other organisations in the environmental services sector in taking a leading role in delivering on the UK Government's commitment to bring all greenhouse gas (GHG) emissions to Net Zero by 2050.

Our GHG emissions inventory follows the methods outlined in The Greenhouse Gas Protocol: A Corporate Accounting and Reporting Standard and covers the following direct and indirect emissions sources.

- Scope 1: Direct GHG emissions from company owned or leased cars and pool vehicles and HFCs from air conditioning refrigerant leakage from units within the organisation's control.
- Scope 2: Indirect GHG emissions from the generation of purchased electricity consumed in BWB's offices and electricity associated with charging electric company cars.
- Scope 3: Other significant indirect GHG emissions that occur as a consequence of our activities, from sources not owned or controlled by BWB.

When calculating our 2019 baseline, scope 3 emissions data was only available for some purchased goods and services (Category 1) and business travel (Category 6). Since the baseline year we have added additional categories to our scope 3 emissions and now also report on capital goods (Category 2), transportation and distribution losses associated with our scope 2 energy use (Category 3), waste generated in our operations (Category 5) and employee commuting (Category 7).

There are a number of Scope 3 emissions categories required by PPN 006 which are not applicable to our operations or for which data is not currently available:

- Category 4 Upstream transportation and distribution. Not assessed. We are working on obtaining data from our key suppliers with a plan to include this in future reporting.
- Category 9 Downstream transportation and distribution. Not applicable. As a professional services company BWB does not transport or distribute physical products.

Our reporting year for our greenhouse gas emissions is aligned with our financial year which runs 1 January to 31 December. Our Carbon Reduction Plan will be reviewed and updated within 6 months of our financial year-end.

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<sup>1</sup> Deetu Consulting Ltd comprises 6 employees who work in BWB offices alongside BWB employees. There is no material impact on carbon emissions.

Baseline Year: 2019	
Additional Details relating to the Baseline Emissions calculations.	
<p>2019 has been used as the baseline year as the most recent year for which a full dataset is available.</p> <p>Our most significant source of scope 3 emissions is business travel. Paper use was also included in scope 3 as the main material used by the company in carrying out its services over which we have direct control.</p>	
Baseline year emissions:	
EMISSIONS	TOTAL (tCO <sub>2</sub> e)
Scope 1	60.70
Scope 2	87.54 Location based
Scope 3 (Included Sources)	<ul style="list-style-type: none"> <li>Upstream transportation and distribution: Not quantified. Please see note above.</li> <li>Waste generated in operations: Not quantified. Please see note above.</li> <li>Business Travel: <b>202.09</b></li> <li>Employee commuting: Not quantified. Please see note above.</li> <li>Downstream transportation and distribution: N/A. As a professional services company BWB does not transport or distribute physical products.</li> </ul> <p>Other scope 3 emissions included in the baseline:</p> <ul style="list-style-type: none"> <li>Purchased good and services (Paper): <b>2.31</b></li> </ul> <p>Total scope 3 emissions: 204.40</p>
<b>Total Emissions</b>	<b>352.64</b>

### 3. Current Emissions Reporting

Reporting Year: 2024	
EMISSIONS	TOTAL (tCO <sub>2</sub> e)
Scope 1	31.89
Scope 2	58.33 Location based 28.16 Market based
Scope 3 (Included Sources)	<ul style="list-style-type: none"> <li>Category 4 - Upstream transportation and distribution: Not quantified. Please see note above.</li> <li>Category 5 - Waste generated in operations: <b>0.10</b></li> <li>Category 6 - Business Travel (including hotel stays): <b>117.15</b></li> <li>Category 7 - Employee commuting (including estimate of emissions associated with employees working at home): <b>186.94</b></li> <li>Category 9 - Downstream transportation and distribution: N/A. As a professional services company BWB does not transport or distribute physical products.</li> </ul> <p>Other scope 3 emissions included in 2024 reporting:</p> <ul style="list-style-type: none"> <li>Category 1 - Purchased good and services (Paper): <b>0.66</b></li> <li>Category 2 - Capital Goods (IT Equipment): <b>6.82</b></li> <li>Category 3 - Transportation and distribution losses associated with our scope 2 energy use: <b>2.59</b></li> </ul> <p><b>Total scope 3 emissions: 314.26</b></p>
Total Emissions	Location Based <b>404.48</b> Market Based <b>374.31</b>

Compared to our 2019 baseline:

- Scope 1 emissions from our company fleet and air conditioning systems have reduced by 47%.
- Scope 2 emissions associated with energy use in our offices have reduced by 68%.
- Scope 3 emissions, other indirect emissions associated with our activities, have increased by 54%.

We have made substantial progress in reducing our scope 1 and scope 2 emissions which, when combined, have decreased by 59% since 2019, well exceeding our interim target of a 30% reduction by 2025 in these areas. Our overall scope 3 emissions have increased, however, which has resulted in a 6% increase to our total greenhouse gas emissions since 2019. This can be attributed to the significant business growth and considerable expansion of our scope 3 inventory over this period. Positively, like-for-like scope 3 emissions have reduced by 45% since 2019 which is explained further below.

Despite the increase in overall scope 3 emissions, the carbon intensity per employee is still down 21% compared to our 2019 baseline with an estimated 1.09 tCO<sub>2</sub>e per employee in 2024 (based on average annual staff numbers), compared to 1.38 tCO<sub>2</sub>e per employee in 2019.

#### 4. Emissions Reduction Targets

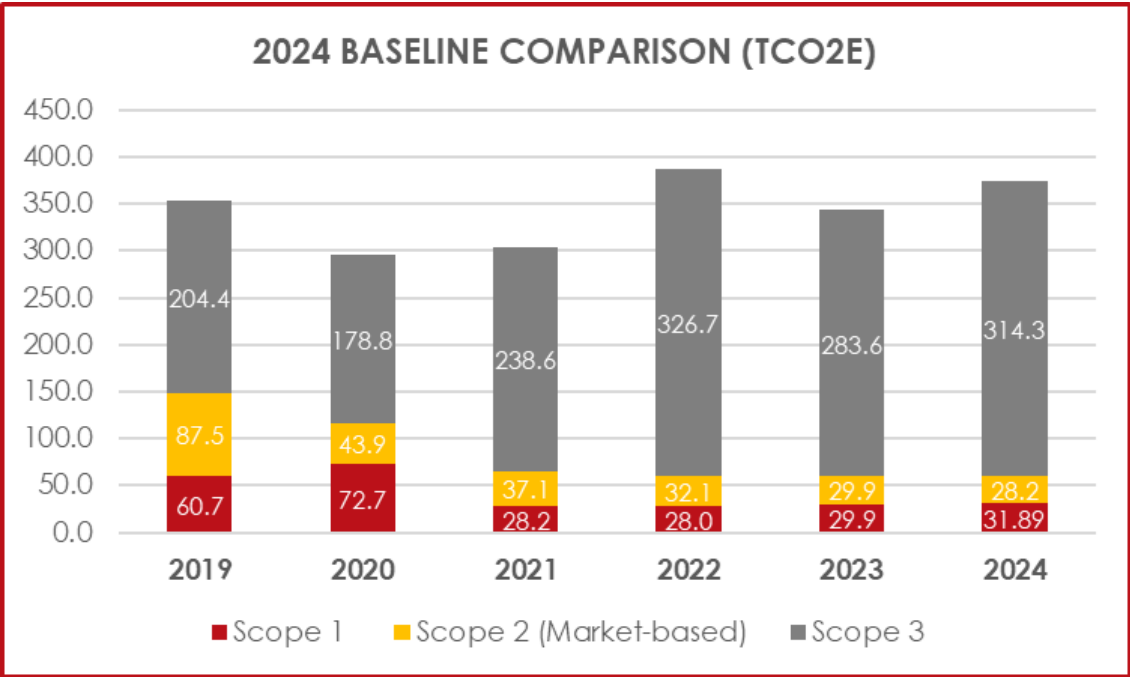
BWB is committed to achieving Net Zero emissions by 2050. In order to continue our progress to achieving Net Zero, we also adopted the following interim carbon reduction targets.

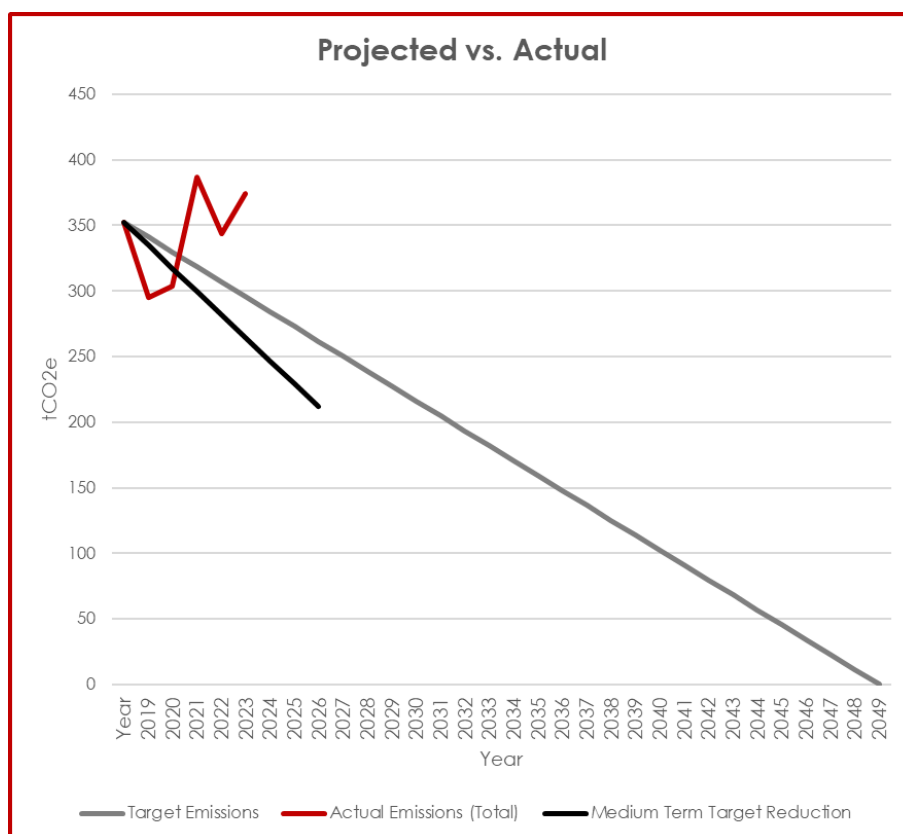
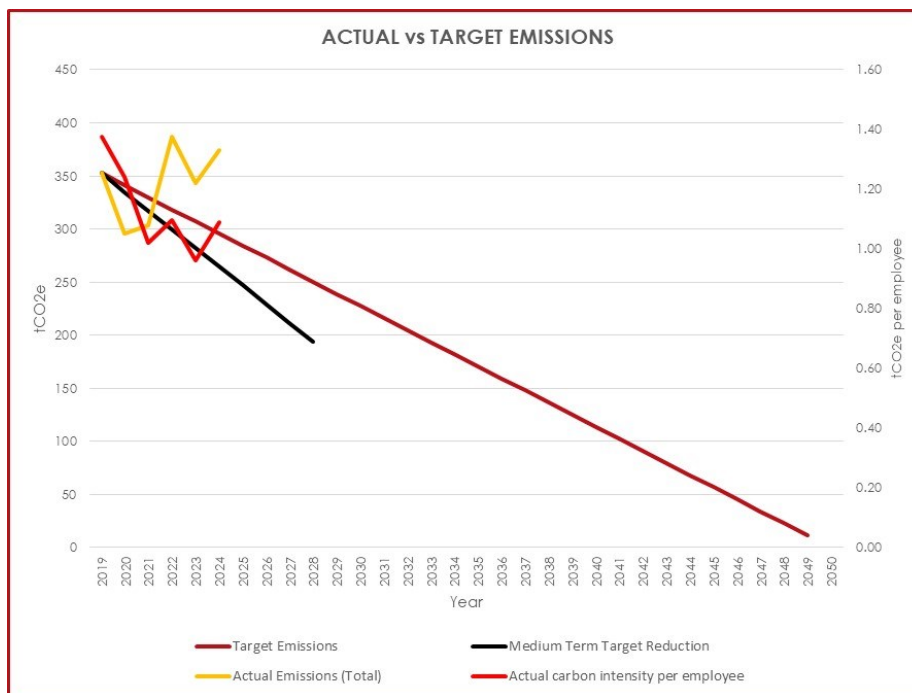
- To reduce scope 1 and scope 2 GHG emissions by 30% by 2025 from a 2019 base year.

As scope 3 emissions represent over 50% of the organisation’s total GHG emissions, BWB also committed to the following scope 3 target.

- To reduce scope 3 GHG emissions by 30% by 2025 from a 2019 base year.

Progress against these targets can be seen in the graphs below:

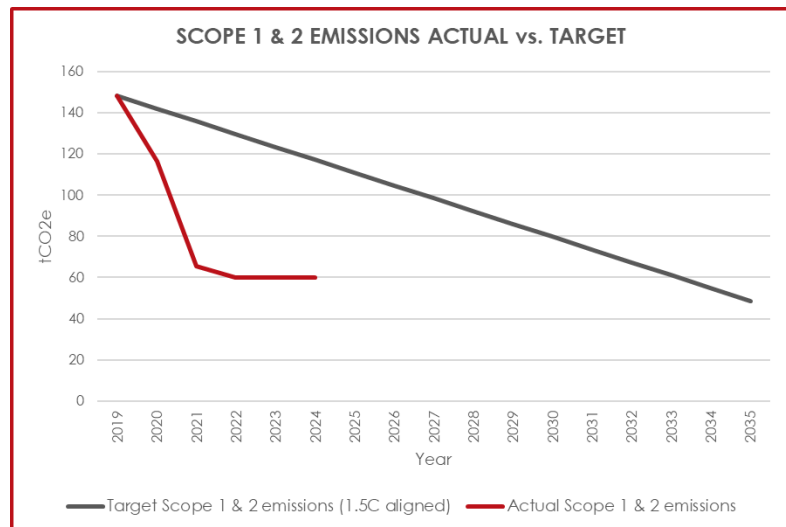




## Scopes 1 & 2

We have made significant progress in reducing our scope 1 and scope 2 emissions, which have reduced by 59% since 2019, welling exceeded our interim target of a 30% reduction by 2025 for these scope areas.

has been achieved by investing in our company fleet, switching to certified green energy tariffs in two of our offices, and reducing our leased office space in London and Birmingham. Since 2019 we have switched all but one of our company vehicles to hybrid or full electric models and we continue to look at options for transitioning our remaining diesel van to a greener alternative.

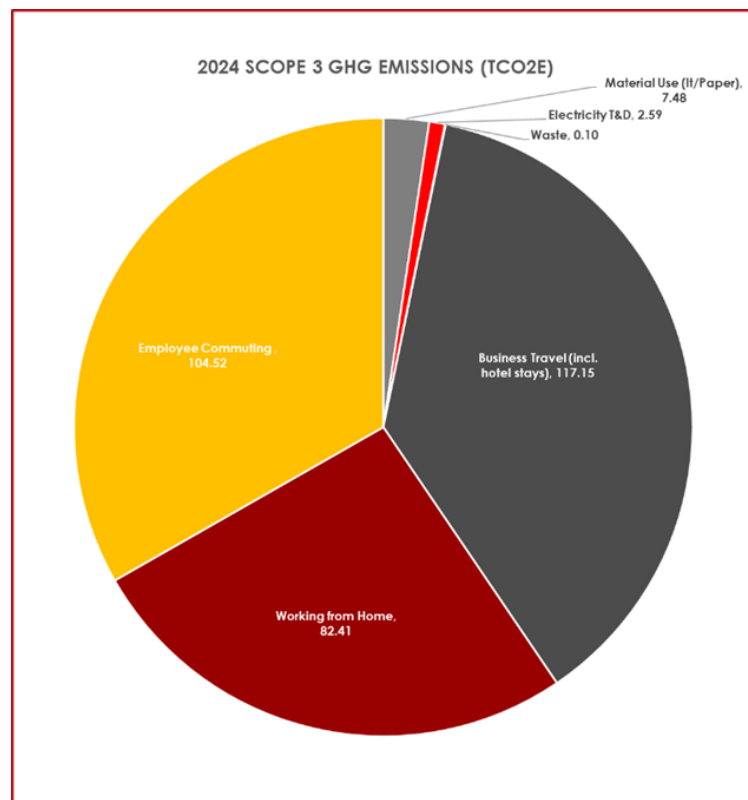


### Scope 3

Our overall scope 3 emissions for 2024 are 54% higher than in 2019. This can be accounted for by the significant growth in the company over the last 5 years with a 34% increase in headcount since 2019. In addition, we have substantially expanded our scope 3 inventory over this period as more and better data has become available and we have sought to continually improve the quality and transparency of our emissions reporting and reduction efforts.

In 2024, our scope 3 emissions accounted for 84% of our total emissions and included electricity transmission and distribution, estimated energy consumption from working at home, IT and other large electrical equipment purchases, hotel stays and waste which were not included in the original baseline. We have also seen an 11% increase in scope 3 emissions from 2023; however this was expected as we have been able to include the emissions associated with employee commuting for the first time in 2024.

Positively, when undertaking a like-for-like comparison of the scope 3 categories included in the 2019 baseline assessment (business travel and paper use), scope 3 emissions



are down 45%, exceeding our interim target of a 30% reduction by 2025 in these scope 3 categories. This was achieved despite the company headcount growing by a third over the same period.

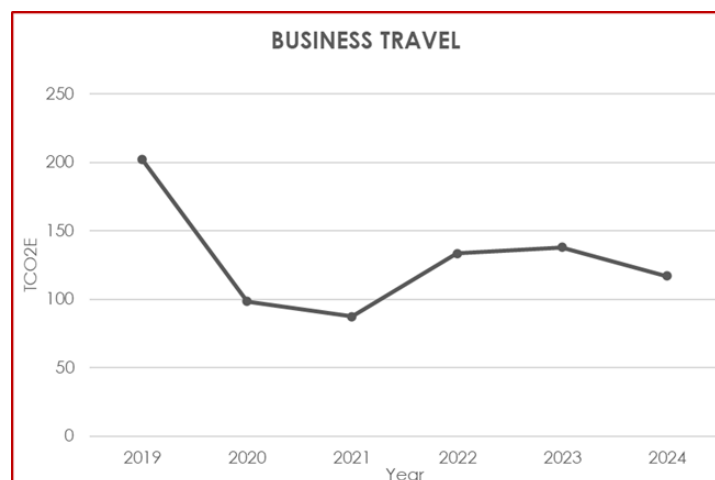
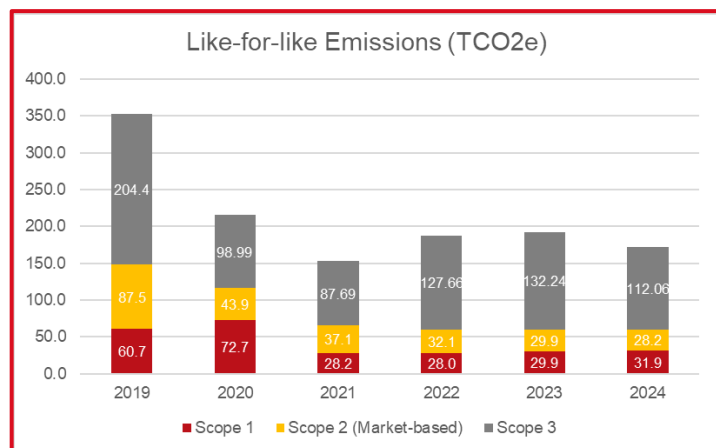
Our largest sources of scope 3 emissions are those associated with business travel, employee commuting and energy use from working at home. Business travel emissions have reduced by 42% since 2019, despite a significant increase in employee numbers over the same period and the inclusion of hotel stays within this category from 2022. We continue to promote the use of virtual meeting technology where appropriate and encourage the use of public transport instead of driving to reduce the carbon associated with our business travel. We will be focussing on further business travel efficiencies this year as we implement the recommendations from a recent companywide

'Movement Project' which identified further opportunities for reducing carbon in this area. This may include a potential expansion of our salary sacrifice electric vehicle scheme to a wider pool of employees, to incentivise people to switch to electric vehicles and support a reduction in the emissions associated with our grey fleet business mileage.

In 2024 we conducted a companywide travel survey to gather information on our employees' commuting patterns which has enabled us to include the associated carbon emissions in this year's report. The results will inform the development of a travel plan for each of our offices, encouraging active travel and the use of greener commuting options. Including the commuting data has resulted in an overall increase in our carbon emissions for 2024, however we have seen a corresponding 41% reduction in the emissions associated with working at home due to a reduction in the number of homeworking days from 2023 to 2024 as more people return to our offices.

In order to continue our progress to achieving Net Zero, we are currently developing new interim targets for the next 5 to 10 years to guide the next phase of our carbon reduction efforts. This will likely involve re-defining our baseline due to the significant expansion of our scope 3 inventory since the original baseline was defined.

We project that carbon emissions will decrease over the next five years to 157 tCO<sub>2</sub>e by 2030. This is a reduction of 42%.



## 5. Carbon Reduction Projects

The following environmental management measures and projects have been completed or implemented since the 2019 baseline. The scope 1 and 2 carbon emissions reduction achieved by these schemes equates to 88.2 tCO<sub>2</sub>e (market based), a 59% reduction against the 2019 baseline. The scope 3 emissions reduction achieved equates to 92.3 tCO<sub>2</sub>e, a 45% reduction against the 2019 scope 3 baseline.

The measures outlined below and any additional measures implemented at a later date will be in effect when fulfilling any relevant contracts.

- In January 2020 we became a signatory to the Pledge to Net Zero, joining other organisations in the environmental services sector in taking a leading role in delivering on the UK's target of achieving net zero carbon emissions by 2050.
- In February 2022 we published our Sustainability Policy setting out our commitment to embedding sustainability into all aspects of our operations and everyday practice.
- We maintained our certification to ISO 14001:2015 Environmental Management Systems and aligned our environmental management system objectives with our Net Zero targets.
- We transitioned all company and pool cars to either hybrid or full electric models and updated our Company Car Policy to ensure any new personal company cars acquired from April 2025 are full electric vehicles.
- We replaced two out of our three pool vans with hybrid vehicles.
- We installed smart meters in our Nottingham and Birmingham offices, the data from which will be used to inform plans for possible future energy saving measures.
- We switched to certified green energy in our Manchester and Leeds offices.
- We adopted a Hybrid Working Policy enabling employees to split their time between working from home and attending the office.
- We implemented a Driving for Work Policy which promotes the use of remote communications and public transport options above driving to reduce company business miles and associated carbon emissions.
- We have invested in a system for managing our driver and vehicle information enabling us to use manufacturer's gCO<sub>2</sub>e/km for the vehicle to more accurately calculate the emissions associated with our grey fleet.
- We launched an electric vehicle salary sacrifice scheme for employees.
- We have upgraded the lighting in our Birmingham office to LED lighting and the windows have been replaced to improve energy efficiency.
- In 2024 we carried out a 'Movement Project' to analyse our business travel and review our travel policies with a clear aim of reducing the associated carbon emissions and financial costs.
- We also conducted a commuter survey to assess the emissions associated with our employees' travel to and from work and to inform the development of a travel plan for each of our offices.
- In 2023 we launched our Sustainable Design Action Plan for reducing the greenhouse gas emissions associated with our projects, the outcome of which informed our 2025-2030 Strategic Plan which has Climate Solutions as a key pillar in our future operations.

## 6. Future Carbon Reduction Initiatives

In the future we hope to implement further measures such as:

- Transitioning our remaining pool van to a hybrid or electric model.
- Continuing to work with our landlords to switch to renewable energy supplies in our offices.
- Implementing further energy saving measures in our offices, particularly in those offices where we are unable to switch to greener energy supplies.
- Continuing to work with our key suppliers to better understand the carbon emissions associated with our supply chain and inform potential actions we can take in this area.
- Implementing the outcomes of the Movement Project to further reduce the emissions associated with our business travel.

## 7. Declaration and Sign Off

This Carbon Reduction Plan has been completed in accordance with PPN 006 and associated guidance and reporting standard for Carbon Reduction Plans.

Emissions have been reported and recorded in accordance with the published reporting standard for Carbon Reduction Plans and the GHG Reporting Protocol corporate standard<sup>2</sup> and uses the appropriate Government emission conversion factors for greenhouse gas company reporting<sup>3</sup>.

Scope 1 and scope 2 emissions have been reported in accordance with SECR requirements, and the required subset of scope 3 emissions have been reported in accordance with the published reporting standard for Carbon Reduction Plans and the Corporate Value Chain (Scope 3) Standard<sup>4</sup>.

This Carbon Reduction Plan has been reviewed and signed off by the board of directors (or equivalent management body).

**Signed on behalf of the Supplier:**



Tim Loveridge, Executive Director

Date: May 2025

<sup>2</sup> <https://ghgprotocol.org/corporate-standard>

<sup>3</sup> <https://www.gov.uk/government/collections/government-conversion-factors-for-company-reporting>

<sup>4</sup> <https://ghgprotocol.org/standards/scope-3-standard>