

Carbon Reduction Plan

December 2023

Commitment to achieving Net Zero

GatenbySanderson is committed to achieving Net Zero emissions by 2045.

Baseline emissions footprint

Baseline Year: 2023

Our baseline emissions inventory includes all our measurable Scope 1, 2 and 3 emissions.

Baseline year emissions:

EMISSIONS	TOTAL (tCO ₂ e)
Scope 1	0.6
Scope 2	11.7
Scope 3	413.4
Total Emissions	425.71

Emissions reduction targets

In order to continue our progress to achieving Net Zero, we have adopted the following carbon reduction targets. We project that carbon emissions will decrease over the next five years to 361 tCO₂e by 2029. This is a reduction of 15%.

Carbon Reduction Projects 2022-23

- Reduced our office spaces by closing our London and Birmingham locations and utilising WeWork spaces in these cities and in Manchester as an alternative. WeWork are committed to creating eco-friendly office spaces by aiming to run all locations at net carbon zero by 2030.
- Our permanent office location in Leeds is a Bruntwood building (<https://bruntwood.co.uk/>) who are also committed to be running their locations at net carbon zero by 2030 as well as being awarded ISO50001 certification following the creation of an energy management system that enables us to use energy more efficiently.
- Implemented our 'Agile Working Policy' which encourages our employees to work from home and only travel, preferably on public transport, when absolutely necessary. Whilst this supports our commitment to the environment, this also allows employees to prioritise their wellbeing when experiencing extreme weather which is becoming more common due to climate change.
- Our pension provider (Scottish Widows) have divested more than £3bn from companies that pose an ESG risk and have committed to decarbonising all investments by 2050.
- Excluded quotes for Hard Copy Packs from proposals unless explicitly required to in the terms of invitation to tender. These are now offered as extras with the cost of production and delivery recharged to the client which has significantly reduced our paper usage.
- Our 2022-23 Charity of the Year was The Conservation Volunteers (<https://www.tcv.org.uk/>) and we will continue to align ourselves with environmental partners through our CSR activity.

Planned Carbon Reduction Initiatives:

- Review our environmental policy at least annually to update it for new developments in environmental legislation and ensure compliance.
- Continue our engagement and learning plan communicating the importance of environmental issues to our people.
 - Maintaining our 'Eco-Friendly Home-working' guide to encourage best practice at home, all new starters should be directed to this resource.
- Continued implementation of our 'Agile Working Policy' and initiatives to connect effectively while reducing travel
- Continue our partnership with Bruntwood and WeWork office spaces across our regional areas as well as taking guidance from their policies. Both organisations have committed to be carbon neutral by 2030 through prioritisation of renewable energy and responsible resourcing.
- Look to refurb our Leeds office in the next two years, working with Bruntwood and suppliers to identify greater energy efficiencies.
- Continue to invest in technology to enhance the efficiency and effectiveness of our internal processes. Further reduce paper consumption. Ensure that old / broken devices are either donated to charity or recycled.
- Take guidance to collect emissions data effectively and transparently
- Continue to manage our usage of energy and water through technology such as motion sensor lights, half flush toilets and hot water dispensers.
- Sourcing and use of green suppliers where possible for office supplies, food and cleaning products. Continue using only recycled paper and recycle all waste paper and toner cartridges.
 - Use of Shred-it to ensure any paper we do use is recycled properly whilst reducing our energy consumption and landfill waste.
 - Maintain our supplier for office supplies from Complete Office Solutions (<https://www.complete.co.uk/>) who are committed to ISO14001 where they are reducing their environmental impact. We will be encouraging our organisation to continually



question the credentials of this supplier. An alternative worth investigating is The Green Office (<https://www.thegreenoffice.co.uk/>) who do outline in more depth their sustainability agenda.

- o Ensure other supplies are pre-empted and ordered from green suppliers to avoid last minute purchases from vendors who do not align with our environmental commitments.

Declaration and Sign Off

This Carbon Reduction Plan has been completed in accordance with PPN 06/21 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 standard¹ and uses the appropriate Government emission conversion factors for greenhouse gas company reporting².

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) Standard³.

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

Signed



Sam Ellis, Director

Date: December 2023

¹<https://ghgprotocol.org/corporate-standard>

²<https://www.gov.uk/government/collections/government-conversion-factors-for-company-reporting>

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