



# Cabinet Office

## CARBON REDUCTION PLAN GUIDANCE

### Notes for Completion

Where an In-Scope Organisation has determined that the measure applies to the procurement, suppliers wishing to bid for that contract are required at the selection stage to submit a Carbon Reduction Plan which details their organisational carbon footprint and confirms their commitment to achieving Net Zero by 2050.

Carbon Reduction Plans are to be completed by the bidding supplier<sup>1</sup> and must meet the reporting requirements set out in supporting guidance, and include the supplier's current carbon footprint and its commitment to reducing emissions to achieve Net Zero emissions by 2050.

The CRP should be specific to the bidding entity, or, provided certain criteria are met, may cover the bidding entity and its parent organisation. In order to ensure the CRP remains relevant, a Carbon Reduction Plan covering the bidding entity and its parent organisation is only permissible where the detailed requirements of the CRP are met in full, as set out in the Technical Standard<sup>2</sup> and Guidance<sup>3</sup>, and all of the following criteria are met:

- The bidding entity is wholly owned by the parent;
- The commitment to achieving net zero by 2050 for UK operations is set out in the CRP for the parent and is supported and adopted by the bidding entity, demonstrated by the inclusion in the CRP of a statement that this will apply to the bidding entity;
- The environmental measures set out are stated to be able to be applied by the bidding entity when performing the relevant contract; and
- The CRP is published on the bidding entity's website.

Bidding entities must take steps to ensure they have their own CRP as soon as reasonably practicable and should note that the ability to rely on a parent organisation's Carbon Reduction Plan may only be a temporary measure under this selection criterion.

The Carbon Reduction Plan should be updated regularly (at least annually) and published and clearly signposted on the supplier's UK website. It should be approved by a director (or equivalent senior leadership) within the supplier's organisation to demonstrate a clear commitment to emissions reduction at the highest level. Suppliers may wish to adopt the key objectives of the Carbon Reduction Plan within their strategic plans.

A template for the Carbon Reduction Plan is set out below. Please complete and publish your Carbon Reduction Plan in accordance with the reporting standard published alongside this PPN.

<sup>1</sup>Bidding supplier or 'bidding entity' means the organisation with whom the contracting authority will enter into a contract if it is successful.

<sup>2</sup>Technical Standard can be found at:

[https://assets.publishing.service.gov.uk/government/uploads/system/uploads/attachment\\_data/file/991625/PPN\\_0621\\_Technical\\_standard\\_for\\_the\\_Completion\\_of\\_Carbon\\_Reduction\\_Plans\\_2\\_.pdf](https://assets.publishing.service.gov.uk/government/uploads/system/uploads/attachment_data/file/991625/PPN_0621_Technical_standard_for_the_Completion_of_Carbon_Reduction_Plans_2_.pdf)

<sup>3</sup>Guidance can be found at:

[https://assets.publishing.service.gov.uk/government/uploads/system/uploads/attachment\\_data/file/991623/Guidance\\_on\\_adopting\\_and\\_applying\\_PPN\\_06\\_21\\_\\_Selection\\_Criteria\\_\\_\\_\\_\\_3\\_.pdf](https://assets.publishing.service.gov.uk/government/uploads/system/uploads/attachment_data/file/991623/Guidance_on_adopting_and_applying_PPN_06_21__Selection_Criteria_____3_.pdf)

**Carbon Reduction Plan for Beever and Struthers**

Supplier name: Beever and Struthers

Publication date: 16.07.2024

**Commitment to achieving Net Zero**

Beever and Struthers are committed to achieving Net Zero emissions by 2050.

**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.

<b>Baseline Year: 2019</b>	
<b>Additional Details relating to the Baseline Emissions calculations.</b>	
Our biggest emissions contributor by scope type as a percentage fall under scope 3. 50.9% of our emissions generated from this category come from upstream transportation and distribution, waste generated in operations and business travel. The majority of scope 3 emissions are caused by business travel. Staff travelling to clients by car represents 34% of our carbon emissions and air travel represents 7%. In terms of waste generated within operations, transmission and distribution losses contributed to 3% of our total carbon footprint, this falls under scope 3. The second biggest contributor is within scope 2, which includes electricity usage (location based), and accounts for 30.6% of our total carbon footprint. The remaining 18.9% falls under scope 1 emissions which comes from our use of natural gas in our offices.	
<b>Baseline year emissions:</b>	
<b>EMISSIONS</b>	<b>TOTAL (tCO2e)</b>
Scope 1	29.7
Scope 2	70.3
Scope 3 (Included sources)	99.2
<b>Total Emissions</b>	<b>199.3</b>

## Current Emissions Reporting

Reporting Year: 2023	
EMISSIONS	TOTAL (tCO2e)
Scope 1	12.1
Scope 2	28.4
Scope 3 (Included Sources)	57.4
<b>Total Emissions</b>	<b>97.8</b>

### Emissions reduction targets

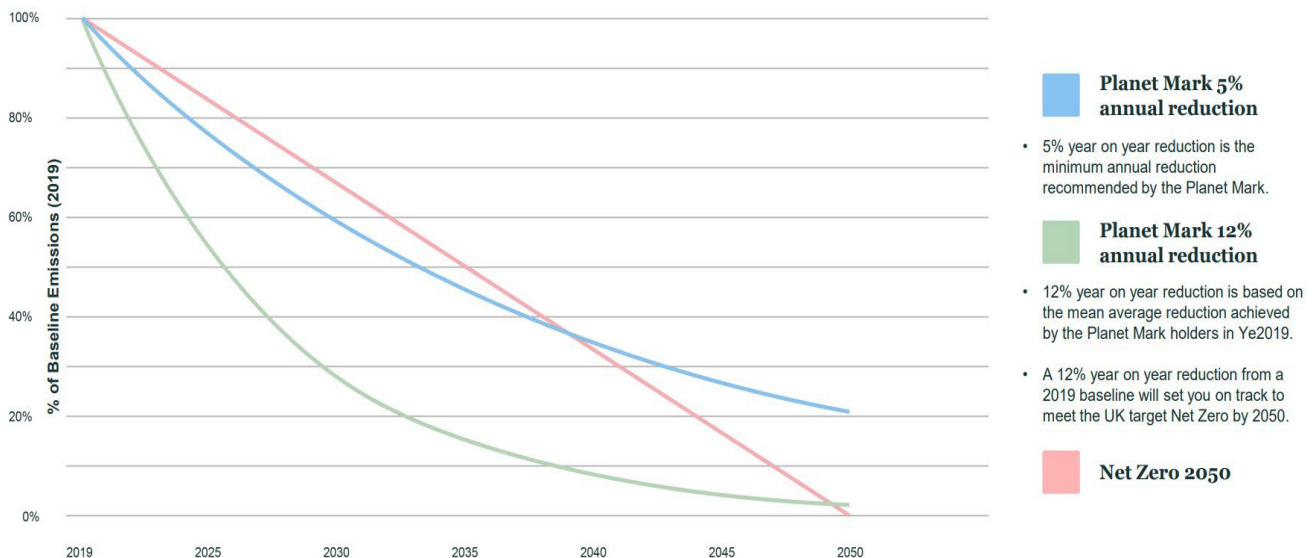
To continue our progress to achieving Net Zero, we have adopted the following carbon reduction targets. By maintaining our [Planet Mark certification](#) as a firm, we must as a minimum maintain a reduction of 2.5% in carbon emissions, however we decided that we should target a 5% reduction year on year. Therefore, reflecting in the decrease below over the five-year period, by meeting these goals.

We project that carbon emissions will decrease over the next five years by 24.45 tCO2e by 2029. This is a reduction of 25% - This is if we continue to meet our target of 5% reduction year on year with [Planet Mark](#).

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

## Target setting.

A Decade of Action: Pathways to Net Zero through varying emissions reduction trajectories



## Carbon Reduction Projects

### Completed Carbon Reduction Initiatives

The following environmental management measures and projects have been completed or implemented since the 2019 baseline. The carbon emission reduction achieved by these schemes equate to 101.5 tCO<sub>2</sub>e, a 51%ge against the 2019 baseline.

Beever and Struthers are committed to becoming a truly sustainable business through minimising any adverse effects our activities have on both the local and wider environment.

How do we re-route our business towards sustainability and eventual de-carbonisation?

#### We aim to:

- Reduce emissions to levels at which adverse impacts on the environment are minimised.
- We aim to ensure the impact that our consumption has on the natural environment is contributing to future generations having access to sufficient resources.
- We aim to take resources from the environment while respecting the importance of consuming within our planetary means.
- Do all we can to comply with and, where possible, to exceed statutory obligations.
- Conserve and protect the environment and, wherever possible, improve it through the services we provide.
- Operate in a socially responsible manner.
- Be fully prepared to cope with operational emergencies that might affect the environment; and
- Lead by example within our regions in contributing towards its sustainable development and integration into business practice.

#### To achieve our aims we will:

- Apply strict quality controls in all we do.
- Seek to design, operate, and maintain our offices to the highest practical standards in order to meet our environmental objectives.
- Continuously improve our environmental working practices; and
- Involve stakeholders in our environmental planning, liaising with local groups and individuals where changes to working practices or our office environment may affect them.

### Planet Mark

Beever and Struthers has achieved [Planet Mark certification](#) for the fifth year by reporting a reduction in our carbon footprint using the emissions banking approach, engaging our stakeholders and increasing our social value. [Planet Mark](#) is a sustainability certification for business which recognises continuous improvement, encourages action, and builds an empowered community of like-minded individuals.

This certification enables us to measure and reduce our carbon footprint, improve our sustainability, increase our social value and effectively communicate our progress with our colleagues and clients, providing a positive impact.

To achieve the [Planet Mark Business Certification](#) **Beever and Struthers has measured its Scopes 1 and 2 emissions, and some core elements of Scope 3** purchased goods, services, fuel and energy related activities (transport and distribution emissions of electricity and water), waste, and business travel). To maintain certification, we are committed to making a minimum year-on-year reduction of 2.5% and have set a reduction target of 5%.

Over the next year, we will reduce our carbon emissions and will be engaging our colleagues in sustainability workshops. We are committed to following [Planet Mark's](#) robust three-step process: **Measure, Engage and Communicate**, as we are keen to inspire others in our business community. By being more strategic about our environmental responsibility, we will be able to significantly increase a positive impact and hope to encourage continual improvements with all stakeholders.

We also track and report on our social value contributions using the TOMs methodology – **Themes, Outcomes and Measures** – which is a framework for delivering excellence in measuring and reporting social value. This refers to the net social and environmental benefits generated by our team. Our Social Value contribution amounted to £1,310,725 in categories including people, community and volunteering, donations, and environmental impacts.

Measuring our social value gives a holistic insight into our positive contributions to not only the environment but also to society, demonstrating its commitment to meaningfully contribute to a better planet for all.

Through [Planet Mark](#), Beever and Struthers has helped protect an area of endangered rainforest inhabited by the Asháninka Indigenous community through a collaboration with Cool Earth, a charity working alongside rainforest communities to halt deforestation.

Our people are central to Beaver and Struthers achieving its sustainability goals. Their engagement, knowledge, skills, and influence will drive further change in the firm. Beaver and Struthers is championing collective change by asking for 12 volunteers each year to visit the Eden project, benefitting from the learning this brings.

We are proud to have over 26 members of the team who are now carbon literate and have received their certification from attending external Carbon Literacy courses which we organise each year. We want our team to know the basics of climate change science, what's already happening globally and locally, and to understand how their and our actions may be affecting climate change and what we, as individuals, can do to help.

Through this certification, we are committed to strengthening our Environmental, Social and Governance (ESG) strategy and contribute to the United Nations Sustainable Development Goals also known as the Global Goals. By measuring and reducing our carbon footprint, we directly and measurably contribute to up to 9 SDGs. They are:



### The Sustainable Business Membership

Beaver and Struthers is also proud to be part of The Green Business Membership, a membership organisation helping to champion sustainable business in the North West of England.

The scheme, delivered by Groundwork Manchester, Salford, Stockport Tameside, and Trafford (MSSTT), will enable our business to enhance and improve environmental performance and keep us up to date with the latest Environmental, Health and Safety Legislation. Groundwork MSSTT is a federation of not-for-profit trusts who work to inspire and improve local areas, businesses, and the lives of local people.

### Zellar

Beaver and Struthers is also proud to have been awarded a "First 50 badge" from Zellar. Zellar is a sustainability platform providing SMEs everything they need to become a sustainable business, all in one place. They provide personal plans to suit the organisation in order to achieve the best results.

We attained a 'First 50' badge by Zellar for becoming one of the first 50 businesses in Manchester to commit to a sustainability journey.

### How we monitor our commitments:

As stated above, we provide evidence of **Scope 1 and 2** as well as some core **Scope 3** emissions through our [Business Certification with Plant Mark](#), we have committed to reducing our carbon footprint each year and you can have a copy of our yearly submission upon request which covers our buildings, travel, waste, water, procurement, and homeworking measures in place.

Not only are we committed as a firm to our sustainability journey but have champions across all our locations. We hold lunch and learn sessions quarterly, which cover our sustainability journey. Our Manchester and Birmingham offices are environmentally smart and also accessible to both major train stations and the Metrolink systems, encouraging our colleagues and clients to travel by public transport or to take advantage of our cycle to work scheme. Applications to our cycle to work scheme have already increased.

As a firm with its HQ in Manchester, we are a key supporter of the Greater Manchester Climate Change (GMCC) programme and are committed to tackling the global climate emergency. As a city a commitment has been made to reduce CO2 by at least 50% during 2020-2025 with that reducing down to zero by 2038 at the very latest!

While measuring and reducing **Scopes 1 and 2** emissions are the first step on any net zero journey, this constitutes the emissions that fall under our direct operational control, a full transition to net zero will require planning to measure our full **Scope 1, 2 and 3** emissions. Once we have this complete baseline, covering all emissions scopes, the next step is to set a near term target to reduce emissions in line with the 1.5°C° pathway, reduce emissions by at least 90% by 2050 at the latest and balancing the remaining unavoidable emissions through accredited Carbon Removal offsetting schemes.

### Future Carbon Reduction Projects for Beaver and Struthers

#### London office move 2025

In 2025, we are looking to move premises in London to a modern office building, that has incorporated more energy efficiency usage that will reduce our usage of electricity/gas and effectively our carbon footprint as well. The proposed move demonstrates the firm's big commitment to reducing our carbon footprint.

The move will further promote our team to travel using public transport links around the City of London.

We reviewed our Hybrid working model back in August 2023 and agreed that staff can continue to work from home a maximum of 2 days a week. This again promotes positive impacts in reducing emissions and improving wellbeing and wellness within our workforce.

The hybrid working model is reviewed annually. Ensuring that we continually reduce the number of emissions produced via commuting/transport, while also promoting well-being and flexibility for our employees.

### **Continuous Contribution to the Sustainable Development Goals**

We as a firm are committed to our carbon reduction goals to continue to be accredited by [Planet Mark](#) by maintaining a minimum of a 2.5% reduction of carbon emissions each year as a firm. This has seen us contribute to the United Nations Sustainable Development Goals. The goals themselves contribute to the long-term sustainability to the planet in various ways, and we are contributing to 9/17 of them with our efforts. With this in mind, it illustrates our firms continual drive and willingness to cause sustainable change.

Each of the 17 goals are interconnected in some way, so although not directly linked to all of them, we are driving sustainable change. An example of one of the SDGs we do directly support is 'Sustainable Cities and Communities'. This means that we help make the cities we operate within a safer and more sustainable place to operate within. One of our key drivers of this would be our social value work and contributions mentioned in an earlier section because we really do look at how we as a firm can benefit the wider community we operate in.

Additionally, we have reattained our [Planet Mark Certification](#) and the SDG 8 "Decent Work and Economic Growth". This has been achieved through our move to modern energy efficient managed buildings. Two of our offices completely removed natural gas usage from their operations and, overall, these strategic decisions have resulted in an absolute reduction of carbon leading to the re-attainment of SDG 8.

Finally, one last example of another SDG goal we meet is SDG 12 'Responsible Production and Consumption'. Firstly, by meeting this goal, it demonstrates we examine the way we use materials and goods in a responsible manner. Our impact is minimised due to carefully monitoring processes. This is extremely important as waste and pollution can have unilateral impacts on agendas such as climate change, reducing biodiversity and threatening our own wellbeing. Therefore, as a firm taking steps against this, by working with [Planet Mark](#), we are ensuring the long-term sustainability of our planet and its finite resources.

### **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 standard<sup>4</sup> and uses the appropriate Government emission conversion factors for greenhouse gas company reporting<sup>5</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>6</sup>.

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

<sup>4</sup><https://ghgprotocol.org/corporate-standard>

<sup>5</sup><https://www.gov.uk/government/collections/government-conversion-factors-for-company-reporting>

<sup>6</sup><https://ghgprotocol.org/standards/scope-3-standard>

Signed on behalf of the Supplier:



Geraldine Finn, Marketing & Business Development Director, ESG Lead

**Date: 16.07.24**