

Carbon Reduction Plan

Supplier name: SDA Consulting LLP

Publication date: 1st June 2023

Commitment to achieving Net Zero

SDA Consulting LLP is 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.

Baseline Year: 2012	
Additional Details relating to the Baseline Emissions calculations.	
We have assessed our emissions since 2012 and therefore use this as our reference point against which emissions reduction can be measured.	
Baseline year emissions:	
EMISSIONS	TOTAL (tCO₂e)
Scope 1	4.76
Scope 2	11.13
Scope 3 (Included Sources)	53.98 Scope 3 emissions included: 4. Upstream transportation and distribution 5. Waste generated in operations 6. Business travel 7. Employee Commuting 9. Downstream transportation and distribution
Total Emissions	69.87

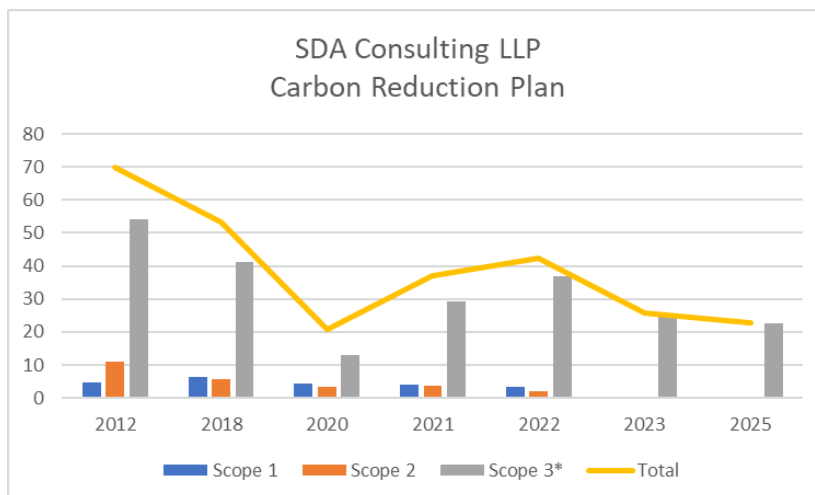
Current Emissions Reporting

Reporting Year: 2022	
EMISSIONS	TOTAL (tCO ₂ e)
Scope 1	3.2
Scope 2	2.1
Scope 3 (Included Sources)	36.9
Total Emissions	42.3
	Scope 3 emissions included: 4. Upstream transportation and distribution 5. Waste generated in operations 6. Business travel 7. Employee Commuting 9. Downstream transportation and distribution

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 to 22.6 tCO₂e by 2025. This is a reduction of 67.6% from our 2012 baseline. Progress against these targets can be seen in the graph below:



Notes:

1. Emissions were abnormally low in 2020 due to COVID-19 restrictions.

2. Although 2022 saw an increase in our carbon footprint compared to 2021, this was due to revenue continuing to return to normal following recovery from the pandemic. This is evidenced by the tCO₂e per £100K of revenue falling from 2.67 to 2.62.
3. We incurred a spike in waste emissions in 2021 and 2022 as we cleared out historical paper archive records. 17.45 tCO₂e of our 2021 carbon footprint and 14.79 of our 2022 carbon footprint relates to the carbon impact of our historic paper archives being sent for confidential shredding and recycling.

Carbon Reduction Projects

Completed Carbon Reduction Initiatives

The following environmental management measures and projects have been completed or implemented since the 2012 baseline with the carbon emission reduction achieved by these schemes equating to 27.5 tCO₂e, a 39.3% reduction against the 2012 baseline and the measures will be in effect when performing the contract:

- We have achieved Green Mark Level 3, an internationally recognised environmental certification so we can assure clients and employees that we are conducting business to recognised environmental standards.
- We also worked with Carbon Smart from 2012 to 2019 achieving and maintaining Carbon Smart Gold from 2015 to the scheme ending in 2019, implementing carbon reduction plans that achieved year-on-year reductions with exceptional actions achieved as assessed by Carbon Smart.
- We have moved to an office with a smaller carbon footprint within a listed building demonstrating our commitment to the use of existing building stock.
- To achieve a digital office and eliminate paper which represented 6% of our baseline year emissions, we invested in electronic document creation and collaboration software, invested in dual monitors for e-reading and electronic signature software. Paper now represents less than 1% of our emissions.
- We invested in LED lighting systems and rolled out energy saving measures to help reduce electricity emissions despite extending normal working hours to enable flexi start and finish times.
- We engaged with Transport for Greater Manchester's 'Bikes for Business' Scheme which allowed staff to borrow free bikes and cycling equipment.
- We introduced agile working practices giving more of our people choices on where to work to minimise both our business and staff commutes and enabling some of the reduced emissions seen during the COVID-19 pandemic to be sustained
- We maintain a dedicated superfast broadband services for effective video conferencing and on-screen file sharing capabilities.
- We monitor staff commutes, engaging staff to provide accurate data on specific transport modes used, distance travelled and number of journeys to our office so we can accurately measure our impacts.
- We participate in an ongoing programme of native hardwood tree planting in Lancashire as part of a Woodland Management Plan approved by the Forestry Commission, preserving the natural environment, encouraging biodiversity and absorbing and capturing carbon dioxide.

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

- Eliminating the last element of paper by achieving a fully digital office.
- Encouraging lower carbon transport modes eg using public transport and park and ride schemes where possible and electric or hybrid vehicles.
- Supporting Manchester's Cleaner Air Campaign, eg by encouraging active travel modes, eg cycling and walking to nearby destinations and promoting the use of Transport for Greater Manchester's Bee Network.
- Implementing Sustainable Travel Initiatives to encourage green modes of travel
- Investing in technologies for further digitalisation or sustainable working eg implementing sensors (where possible) to reduce the amount of time that lights are on.
- Investing in energy saving equipment and purchasing the most energy efficient options
- Monitoring the impacts of our hybrid working policies and the effect on travel/commutes and targeting reductions.
- Engaging staff in carbon reduction initiatives.

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 approved by the Members of SDA Consulting LLP

Signed on behalf of SDA Consulting LLP:



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Partner/Designated Member

Date: 1st June 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>