

Carbon Reduction Plan Template



Supplier name: Buchan + Associates Limited

Publication date: 22nd November 2024

Commitment to achieving Net Zero

Buchan + Associates Limited 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: 2019	
Additional Details relating to the Baseline Emissions calculations.	
<i>Baseline submissions are calculated using the year 2019. This year has been selected as it is the first year in which the organisation undertook in-depth recording of factors impacting carbon emissions and categorised them into Scopes 1, 2 and 3</i>	
Baseline year emissions:	
EMISSIONS	TOTAL (tCO₂e)
Scope 1	7.80
Scope 2	NIL (see below – Note to reader)
Scope 3 (Included Sources)	3.12 Business travel; Waste generated in operations
Total Emissions	10.92

Current Emissions Reporting

Reporting Year: 2024	
EMISSIONS	TOTAL (tCO ₂ e)
Scope 1	1.83
Scope 2	NIL (see below – Note to reader)
Scope 3 (Included Sources)	2.22 Business travel; Waste generated in operations
Total Emissions	4.05

Note to reader:

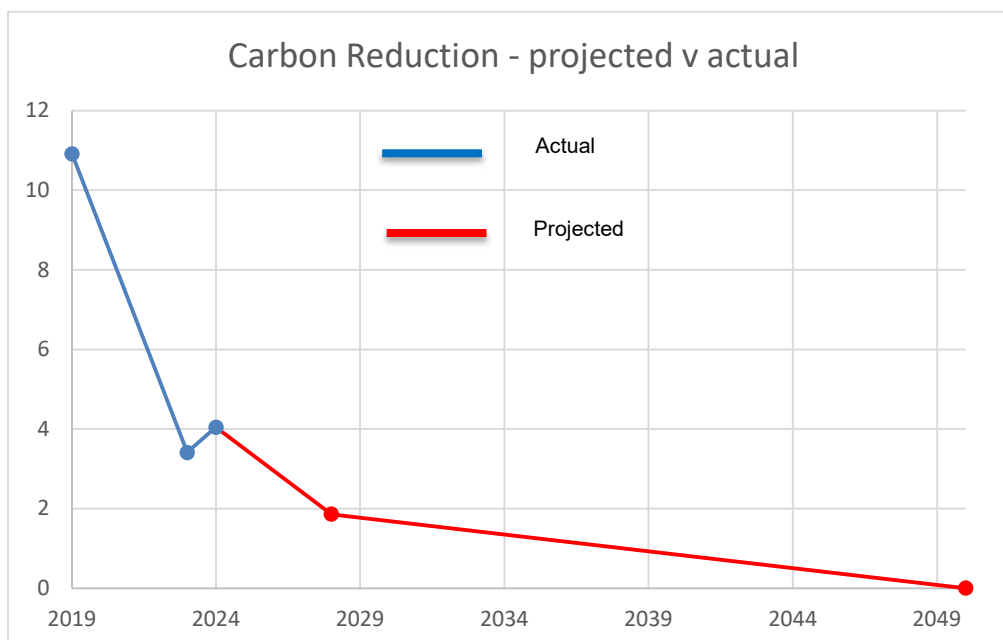
Scope 2 on both the baseline period and current reporting period are both NIL as the organisation has no central office space/building/premises.

All staff members are home-based 100% of the time (unless attending clients' premises) and, as per the guidance on completion of the CRP, these emissions are recorded within Scope 3

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 **1.86 tCO₂e** by **2028**. This would equate to a reduction of 54% on the latest assessment



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 equates to **6.87** tCO₂e, a **63%** reduction against the **2019** baseline and the measures will be in effect when performing the contract

Since the 2019 baseline measurement, we have significantly reduced the number of car miles travelled by our staff team. Moving to a format of virtual meetings whenever possible has allowed the organisation to significantly reduce carbon emissions.

Virtual client meetings are now the default position for the organisation; only when it is project-critical, or of it is the preference of the client, will a meeting take place face-to-face. When face-to-face meetings do need to take place, employees will endeavour to use the most carbon-efficient method that is available to them.

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

Although the number of miles travelled using staff vehicles has reduced, our aim is to reduce the impact of these still further. The organisational aim is to move to employee vehicles that are fully electric by 2028.

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 standard¹³ and uses the appropriate Government emission conversion factors for greenhouse gas company reporting¹⁴.

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) Standard¹⁵.

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:



Iain Buchan, Managing Director

Date: 25th November 2024

¹³ <https://ghgprotocol.org/corporate-standard>

¹⁴ <https://www.gov.uk/government/collections/government-conversion-factors-for-company-reporting>

¹⁵ <https://ghgprotocol.org/standards/scope-3-standard>