

# Carbon Reduction Plan

**Client name:** Walker Sime

**Company Registration Number:** 03882360

**Published date:** June 2024

## Commitment to achieving Net Zero

Walker Sime is committed to achieving Net Zero emissions by 2030.

## 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. We have chosen our baseline year to be January 2021 – December 2021.

| Baseline Year: 2021   |   |
|---|---|
| <p>Our baseline measurement has been updated to include gas and electric use at our Liverpool office, which was previously unobtainable until this reporting period. To ensure comparable year on year measurements we have retrospectively added 2023 gas and electric emissions to our 2021 and 2022 measurements, future years will show actual use for the measurement period.</p> <p>All available scope 1 and 2 emissions were covered in our baseline year measurement, as were the following Scope 3 categories:</p> <ul style="list-style-type: none"> <li>• Upstream Distribution (of which none)</li> <li>• Operational Waste</li> <li>• Business Travel</li> <li>• Employee Commuting &amp; Homeworking</li> <li>• Downstream Distribution (of which none)</li> </ul> |   |
| EMISSIONS   | TOTAL (tCO <sub>2</sub> e)                  |
| Scope 1   | 31.25                                       |
| Scope 2   | Market-based: 3.42<br>Location-based: 13.66 |
| Scope 3   | 172.73                                      |
| <b>Total Emissions</b>  | <b>Market-based: 217.64</b>                 |

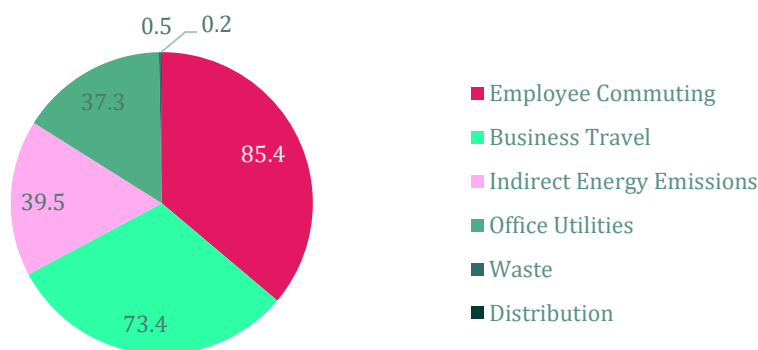
**Current Emissions Reporting**

| Reporting Year: 2023   |  |
|--|--|
| <p>All available scope 1 and 2 emissions are covered in our measurement, additionally the following Scope 3 categories were measured:</p> <ul style="list-style-type: none"> <li>• Upstream Distribution</li> <li>• Operational Waste</li> <li>• Business Travel</li> <li>• Employee Commuting &amp; Homeworking</li> <li>• Downstream Distribution (of which none)</li> <li>• Fuel-and Energy-Related Activities (including WTT)</li> </ul> |  |
| EMISSIONS  | TOTAL (tCO <sub>2</sub> e)                                   |
| Scope 1  | 32.29  |
| Scope 2*   | Market-based: 4.97<br>Location-based: 8.37                   |
| Scope 3  | 198.99   |
| <b>Total Emissions</b>   | <b>Market-based: 236.26</b><br><b>Location-based: 239.65</b> |

\*Purchased electricity can be measured in two ways. A location-based method reflects the average emissions intensity of grids on which energy consumption occurs (using mostly grid-average emission factor data). A market-based method reflects emissions from electricity that companies have purposefully chosen (or their lack of choice). A market-based method therefore takes into account the purchase of electricity via a verified renewable energy tariff. We have chosen to base our Net Zero target on a market-based methodology.

Our total emissions equate to a Carbon Intensity Metric of **3.03 tCO<sub>2</sub>e per employee** based on **78** employees during the measurement period (using market-based emissions).

Emissions by Category (tCO<sub>2</sub>e)



**Emissions reduction targets**

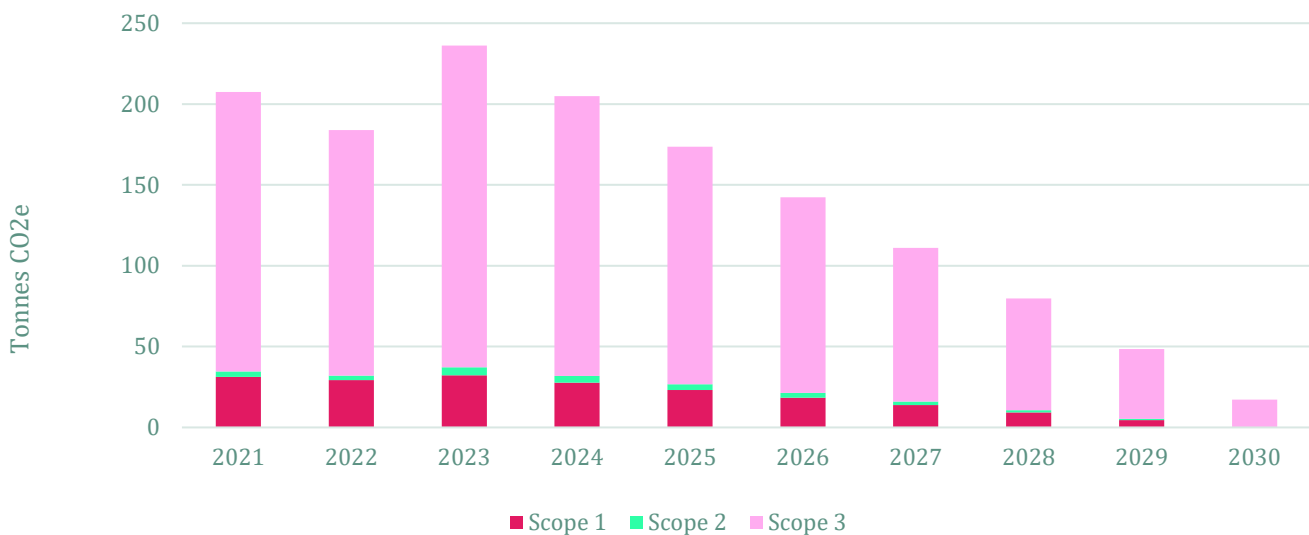
Walker Sime is committed to achieving Net Zero across measured emissions categories by 2030.

To progress towards Net Zero, this plan sets carbon reduction targets leading up to 2030.

We are aiming to reduce our absolute carbon emissions by at least 90% from our baseline year, or achieve (and maintain) a carbon intensity metric of <1 tonne CO2e per employee, whichever comes soonest. This is in line with science-based Net Zero targets. To keep ourselves on track with the long-term target of 90% reduction, we have set the following near-term goals:

- Reduce our Scope 1 & 2 emissions to zero by 2030.
- Reduce our Scope 3 emissions by 58% from our baseline year by 2025.
- Reduce our Scope 3 emissions by 82% from our baseline year by 2028.

Measured Emissions (2021 - 2023) and Projected Reductions up to 2030



**Carbon Reduction Projects**

The following environmental management measures and projects have been completed or implemented since the 2021 baseline.

| Activity  | Completion Date | Scope   |
|---|-----------------|---------|
| Commit to measuring carbon footprint of business activities year on year to gain an understanding of pinch points and regularly be making efficient and direct improvements to reduce these emissions.<br>Appointed Positive Planet to support with calculating baseline carbon footprint and reduction recommendations.  | 2021            | 1, 2, 3 |
| Procured renewable energy tariffs at the Manchester office to reduce market-based scope 2 emissions.  | 2022            | 2       |
| Engaged with the landlord at our Liverpool office to obtain primary data regarding gas and electric use.  | 2023            | 1, 2    |
| Created a Social Value Committee and appointed persons to lead on sustainability focused topics and reduction activities. This team are made up of members from different departments to support the roll out of initiatives and management of data, this includes sharing and collaborating throughout the organisation. | 2023            | 1, 2, 3 |

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

| REDUCTION PLANS – Scope 1 & Scope 2 |   |             |  |
|-------------------------------------|---|-------------|--|
| Activity No.                        | Activity  | Target Date | Category                                     |
| 1                                   | <p>At the Leeds office engage with landlord to obtain primary data for Scope 1 &amp; 2 and other utility data such as water and waste. This will facilitate increasingly accurate measurement and monitoring of reductions associated with the above.</p> <p><i>Achieving this activity is a prerequisite for measuring the majority of the below reduction activities for the Liverpool and Leeds offices, however, this does not mean they cannot be carried out simultaneously. Acting early will allow reductions to be measured and presented as soon as primary data becomes available.</i></p> | 2024        | Stationary Combustion, Purchased Electricity |
| 2                                   | <p>For the Manchester office, consider low-cost options such as reducing the boiler temperature and adding heat &amp; solar control reflective window sheets.</p> <p>For managed offices in Liverpool and Leeds ask the landlord to action the above and initiate open conversation about sustainability plans.</p>   | 2026        | Stationary Combustion                        |
| 3                                   | <p>Encourage the landlord/management company at the Liverpool and Leeds offices to procure a 100% renewable electricity tariff. This change will reduce <b>market-based</b> emissions (from chosen tariff) from these offices to 0 tCO<sub>2</sub>e (<i>dependant on obtaining primary utility data at these locations</i>).</p>  | 2025        | Purchased Electricity                        |
| 4                                   | <p>There are opportunities to reduce market and location-based emissions across all our offices. We will implement behaviour change initiatives within the workplace for reduction of emissions, including clear messaging for turning off lights, monitors, computers, and other electrical appliances where appropriate. We will assign roles and responsibilities to sustainability leads within the Social Value Committee.</p>   | 2024        | Purchased Electricity                        |
| 5                                   | <p>Implement, or encourage landlords to implement, energy efficiency measures to reduce the overall amount of electricity consumed at sites. Optimise operational procedures and implement energy management systems (such as ISO 14001).</p>   | 2025        | Purchased Electricity                        |

|   |   |      |  |
|---|---|------|--|
|   | <p>Examples of reduction measures include upgrading lighting, introducing more sensor lighting, installing timers on sockets/equipment. Also review and renew inefficient equipment (when at end of life), and actively consider the energy efficiency of equipment when new purchases are required (e.g. laptops, fridges, dishwashers).</p> <p>Invite colleagues from different sites to openly explore challenges and barriers to collaboratively find solutions for reduction.</p>  |      |  |
| 6 | <p>To completely reduce market and location-based energy emissions to zero in Manchester, install on-site renewable energy generation technologies such as solar PV panels, solar heating, heat pumps (following an energy audit to assess feasibility and payback periods), to generate 100% of heating and energy demand. Consider removing on-site stationary combustion (gas) heating.</p> <p>Encourage the landlord's at Liverpool and Leeds to do the above or consider moving site.</p> <p>If the UK Grid is 100% powered by renewable energy before this point, our Scope 2 location-based (and market-based) electricity emissions will already be zero. We would still need to consider gas emissions unless removed (or better technology is available).</p> | 2030 | Stationary Combustion, Purchased Electricity |

Based upon the above completed and planned initiatives, it is projected that Scope 1 & 2 carbon emissions will decrease to **0 tCO<sub>2</sub>e** by 2030.

We also aim to implement the further initiatives below to reduce Scope 3 emissions:

| REDUCTION PLANS – Scope 3 |  |             |   |
|---------------------------|--|-------------|---|
| Activity No.              | Activity   | Target Date | Category                                    |
| 1                         | <p>Consider training and engagement for the Social Value Committee, leadership, and the wider employee base. Including and not limited to, creating spaces for environmental positive conversations (internal comms, newsletters, Teams etc), certified Carbon Literacy Training for all applicable to roll out to further workforce and share with externals where appropriate. On average, certified learners reduce their carbon footprints by 5-15%, of which ~50% are work-related.</p>   | 2024-2025   | Commuting & Home Working<br>Business Travel |
| 2                         | <p>In order to prepare for future measurements to cover the supply chain we will implement a Sustainable Procurement Policy. As part of this policy we will encourage suppliers to adopt sustainable practices and improve their own carbon footprint through supplier engagement, procurement policies and contracts, and monitoring reporting mechanisms.</p> <p>Commit to a Sustainability Audit or Survey to request further information regarding credentials – Plan to send these to the Top 5/10 suppliers by spend. This data collection will support reduction journey by gathering important data for year two measurement &amp; encourage supply chain integration towards Net Zero.</p> <p>Complete this audit within Two Phases –</p> <ol style="list-style-type: none"> <li>1. Identify suppliers for engagement.</li> <li>2. Formulate and collect data (survey/scoring)</li> </ol> <p>Once completed prioritise suppliers with lower carbon footprints as part of the above phased approach. This may also involve purchasing second hand/refurbished (furniture, IT equipment) and extending the lifespan of purchased items.</p> <p>Develop and monitor procurement policy for all new suppliers to align to Net Zero goals.</p> | 2025        | Purchased Goods & Services                  |
| 3                         | <p>Review logistics partners/couriers and utilise the above Sustainable Procurement Policy. Work with providers to gather their emissions data, and/or switch to lower-carbon providers.</p> <p>Prioritise purchasing from local suppliers to limit delivery mileage.</p>  | 2025 - 2027 | Upstream Distribution                       |

|   |   |      |                                  |
|---|---|------|----------------------------------|
| 4 | <p>Update the current Travel Policy to foster a sustainable approach and outline the environmental impact of choices when travelling, staying in hotels and commuting. The priorities within this policy will support active travel and low emission travel options where appropriate.</p> <p>Monitor and consider alternatives to air-based travel as a priority and commit to offering support to workforce with options for active travel schemes; such as bike to work or car sharing opportunities.</p> <p>Utilise the emissions travel hierarchy –</p> <ul style="list-style-type: none"> <li>• Digital communication</li> <li>• Walking &amp; wellbeing</li> <li>• Cycling</li> <li>• Public and shared transport</li> <li>• Public and shared EV's and car sharing</li> <li>• Air Travel</li> </ul> | 2024 | Business Travel, Commuting       |
| 5 | Promote the use of renewable electricity to all employees.  | 2024 | Employee Commuting & Homeworking |

Based upon the above completed and planned initiatives, it is projected that (as a minimum) Scope 3 carbon emissions will further decrease over the next six years to bring emissions down from the baseline measurement of **172.73** tCO<sub>2</sub>e to **17.27** tCO<sub>2</sub>e by 2030, this is a reduction of **90%**.

## 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>1</sup> and uses the appropriate Government emission conversion factors for greenhouse gas company reporting<sup>2</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>3</sup>.

This Carbon Management Plan has been reviewed and approved by Walker Sime Executive Team.

### Signed on behalf of Walker Sime:



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Name:

Position: Managing Director

Date: 9<sup>th</sup> July 2024

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

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

<sup>3</sup> <https://ghgprotocol.org/corporate-value-chain-scope-3-standard>