

Carbon Reduction Plan – Reporting Year 2022

SW&H Ltd trading as Scott White and Hookins

Publication date: 4th October 2023

Defining Net Zero

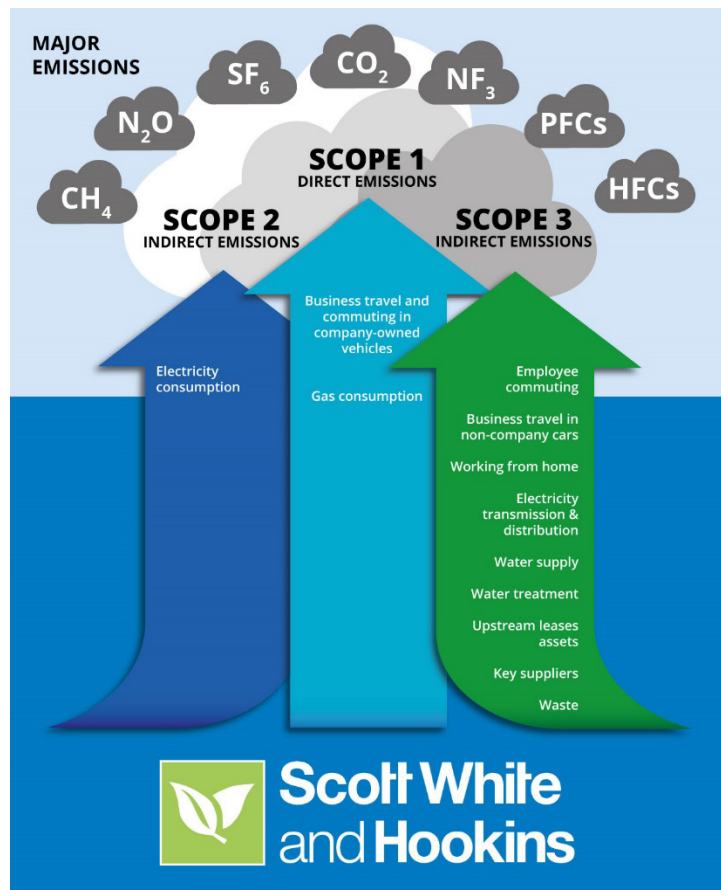
The reduction of absolute carbon emissions as far as possible, with any residual emissions being offset where there is no viable alternative.

Commitment to achieving Net Zero

Scott White and Hookins are committed to reducing carbon emissions to achieve net zero by 2045. We recognise that this commitment, and more importantly action, is imperative to truly being a responsible company and doing the right thing.

Scope

The infographic below summarises the emission sources included within our carbon accounting:



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 formal carbon emissions reduction strategies. Baseline emissions are the reference point against which emissions reduction can be measured.

Baseline Year: 2016		
<p>At Scott White and Hookins (SWH) we have measured consumption data related to Scope 1, 2 and 3 carbon emissions since April 2016, as part of our Environmental Management System, ISO 14001. Our emissions data is reported in line with the financial year, from April to March. SWH’s carbon emissions have been calculated in accordance with the GHG Protocol, using DEFRA conversion factors, for the emissions sources detailed in PPN06/21. SWH voluntarily include emissions from homeworking as well.</p> <p>Scope 1 includes direct emissions only, which involves business travel and commuting in company-owned vehicles, and gas consumption from offices.</p> <p>Scope 2 encompasses indirect emissions from SWH’s electricity consumption.</p> <p>Scope 3 incorporates employee commuting, business travel in non-company cars, electricity transmission and distribution, water supply, water treatment, key suppliers, waste, and working from home emissions.</p>		
Baseline Year Emissions: 2016		
Emissions	Total (tCO₂e)	
Scope 1	51	
Scope 2	21	
Scope 3 (Included Sources)	62	
Total Emissions	134	2.44 tCO ₂ e per full time employee
Current Emissions Reporting Year: 2022		
Emissions	Total (tCO₂e)	
Scope 1	19	
Scope 2	6	
Scope 3 (Included Sources)	64	
Total Emissions	89	1.62 tCO ₂ e per full time employee

Figure 1: SWH's emissions tCO₂e

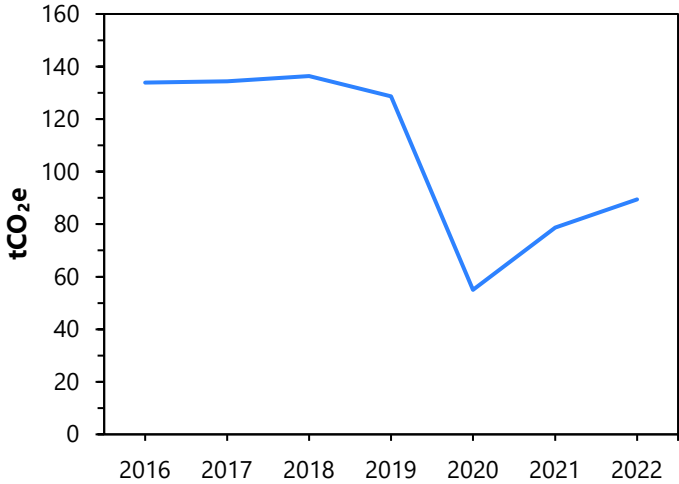


Figure 2: SWH's Scope 1, 2 and 3 emissions tCO₂e

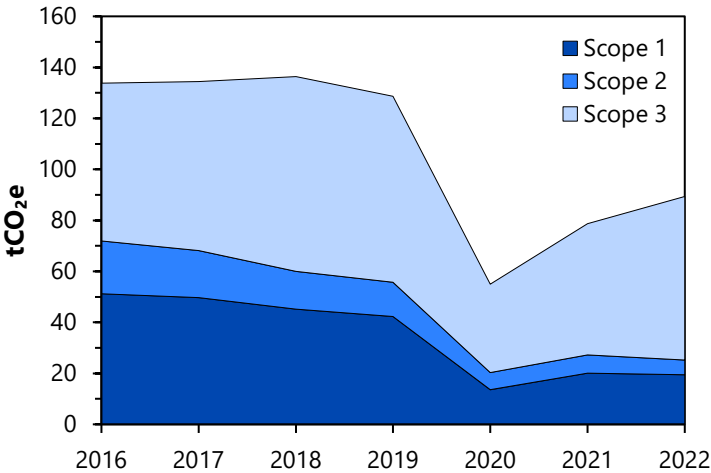


Figure 3: SWH's Scope 1 and 2 emissions kgCO₂e

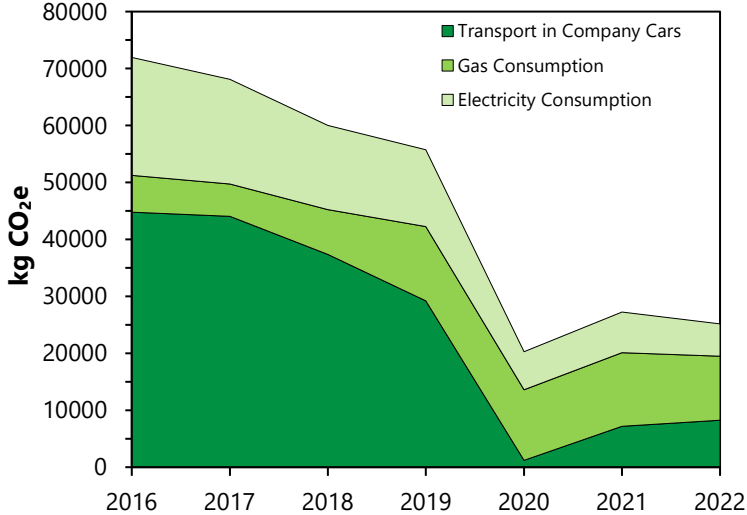


Figure 4: SWH's Scope 3 (included sources) emissions kgCO₂e

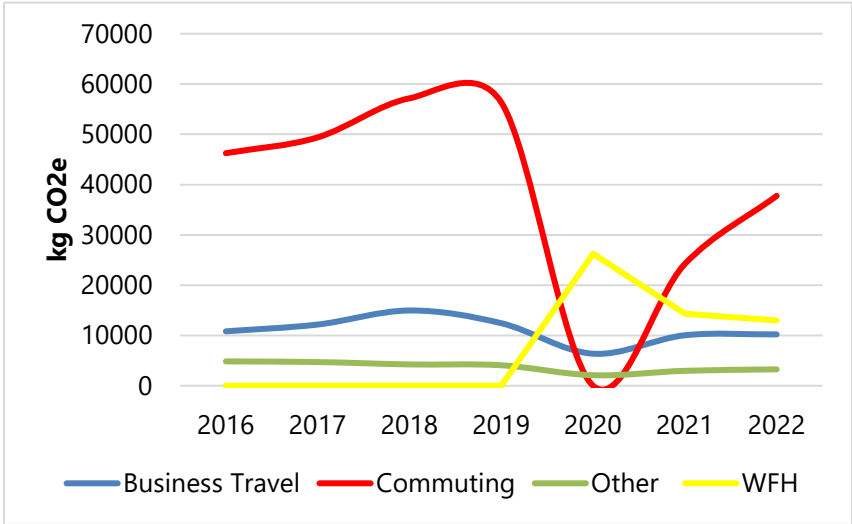
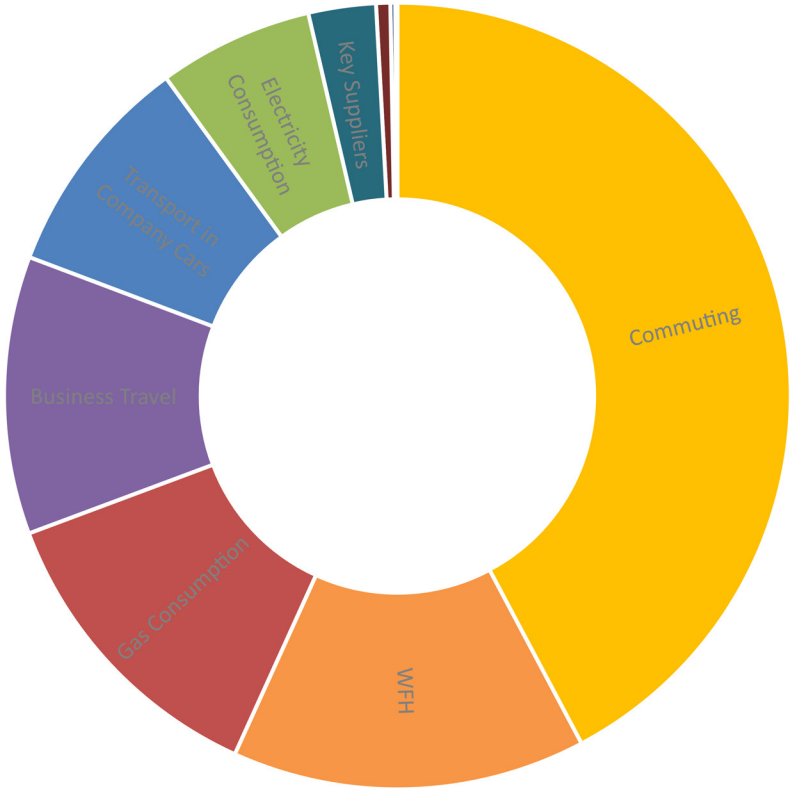


Figure 5: Proportion of all SWH emissions 2022



Following a review of the 2022 data, the figures indicate that the significant sources of carbon emissions include transport (both commuting and business travel), working from home, and gas consumption. For 2022, commuting represented 42.24%, working from home 14.54%, gas consumption 12.54%, business travel 11.42%, and transport in company cars 9.25% of SWH's emissions.

Emissions Reduction Targets

We, at SWH, are committed to reducing carbon emissions and have two key targets:

- Reach net zero carbon emissions for Scope 1 and Scope 2 by 2040.
- Reach net zero carbon for Scope 3 emissions by 2045.

Carbon Reduction Initiatives

SWH currently implements the following environmental management measures, which began in 2016 (baseline) and continue to evolve:

- Implement and maintain ISO 14001 accreditation – the EMS is audited internally and externally annually and follows a process of setting objectives, implementing actions, and reviewing progress.
- Monitor electricity, gas, and waste use and review how to reduce consumption further.
- Monitor waste levels and seek opportunities to reduce consumption.
- Monitor other resource consumption, such as paper, toner, and printing to identify where we can reduce our impact further.
- Work with local companies and suppliers, where possible.
- Deliver environmental and sustainability training to all new staff and provide relevant company/industry updates at each quarterly meeting.
- Offer the Cycle2Work scheme to all staff and encourage employees to commute sustainably.
- Encourage Clients to use remote meetings where viable - maximise the use of technology and minimise travel.
- Regularly review our Travel Plan and seek opportunities to maximise low carbon transport.
- Allow only hybrid or electric company vehicles to be leased. A policy will be formalised to reflect this.

In the future, SWH endeavours to implement the following carbon reduction initiatives:

- Look to increase accuracy of monitoring of commuting and business travel and explore ways to reduce reliance on single occupancy vehicles and increase the use of public transport.
- Raise awareness amongst staff and stakeholders about SWH's journey to net zero.
- Work with key suppliers to encourage them to set their own carbon reduction targets.
- Continue to review our service offering to help others with their carbon accounting and carbon reduction.
- Further reduce gas consumption through building improvement measures and education to staff.
- Explore opportunities to reduce transport in single occupied vehicles.
- Review energy efficiency of the Winchester office and look at alternative energy efficient office locations.
- Work with our landlords of our offices to look to get measures in place to accurately monitor our electricity consumption and procure 100% renewable electricity.
- Work with our landlords to review the potential of installation of electric vehicle charging points.
- Review potential installations of PVs the Bedford office, if found viable, install.
- Review and engage with carbon offsetting projects.

Declaration and Sign Off

This Carbon Reduction Plan has been completed in accordance with PPN 06/21 and associated guidance with 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 line with SECR procedures, 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.



Douglas J S Alcock
Managing Director
Scott White and Hookins

Date: 4th October 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>