

# Carbon Reduction Plan

Supplier name: RT Consulting

Publication date: 30<sup>th</sup> September 2021

## Commitment to achieving Net Zero

RT Consulting is committed to achieving Net Zero emissions from its operations and supply chains 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>   |
| <b>Baseline year emissions:</b><br>Our baseline year was chosen as 2019 as we had moved to larger offices in June 2018 to accommodate business and personnel growth and wanted a full year in these offices as our baseline  |
| <b>Scope 1</b><br>Covers direct emissions, including those associated with the direct consumption of natural gas, heating oil, diesel fuel as well as emissions associated with owned and leased vehicles and fugitive emissions.  |
| <b>Scope 2</b><br>Covers indirect emissions including those associated with the purchase and consumption of local electricity and distinct heating energy.   |
| For Scope 1 and 2 calculations we followed the <a href="#">2019 HM Government Environmental Reporting Guidelines</a> . We have also used the <a href="#">GHG Reporting Protocol - Corporate Standard</a> and the UK Government's <a href="#">Greenhouse gas reporting: conversion factors 2021</a> . |

**Scope 3** (Categories 1, 3, 5, 6, 7, 8) covers other indirect emissions such as business travel, hotel stays, waste disposal, upstream emissions from purchased fuels and electricity. Emissions from employees teleworking have also been factored in including estimates from home energy consumption.

For Scope 3 calculations we followed the guidance of GHG Reporting Protocol - Corporate Standard and have used the UK Government's Greenhouse gas reporting: conversion factors 2021 for reporting. Different advised methods of calculations have been employed to calculate best these emissions including fuel method, distance method, spend method using proxy techniques, industry averages.

**Baseline year emissions:**

| <b>EMISSIONS</b>                     | <b>TOTAL (tCO<sub>2</sub>e)</b> |
|--------------------------------------|---------------------------------|
| <b>Scope 1</b>                       | 629 kgCO <sub>2</sub> e         |
| <b>Scope 2</b>                       | 6,947 kgCO <sub>2</sub> e       |
| <b>Scope 3</b><br>(Included Sources) | 3,178 kgCO <sub>2</sub> e       |
| <b>Total Emissions</b>               | 10,754 kgCO <sub>2</sub> e      |

**Current Year Expected Emissions**

| <b>Reporting Year: 2021</b> |                                 |
|-----------------------------|---------------------------------|
| <b>EMISSIONS</b>            | <b>TOTAL (tCO<sub>2</sub>e)</b> |
| <b>Scope 1</b>              | 310 kgCO <sub>2</sub> e         |
| <b>Scope 2</b>              | 5,418 kgCO <sub>2</sub> e       |

|                                       |                           |
|---------------------------------------|---------------------------|
| <b>Scope 3<br/>(Included Sources)</b> | 2,747 kgCO <sub>2</sub> e |
| <b>Total Emissions</b>                | 8,475 kgCO <sub>2</sub> e |

### Notes

RT Consulting are committed to implementing systems and processes to manage the data and quality of reporting.

As this is not yet fully in place, we have calculated our baseline and expected metrics using a spreadsheet to record best estimates across the required measurement categories.

We expect our reporting ability to mature significantly over the coming year (please see additional detail in the “Future Carbon Reduction Initiatives” section below).

For the year 2021, our GHG emissions for Scope 3 have declined significantly due to a reduction in business travel. This reduction was mainly driven by shift to working remotely caused by the global pandemic and we expect it to continue until the end of the current year.

## **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 6000 kgCO<sub>2</sub>e by 2025. This is a reduction of 29%

## **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 2, 279 kgCO<sub>2</sub>e, a 21%ge reduction against the 2019 baseline and the measures will be in effect moving forwards.

- These initiatives included:
- Minimisation of printing
- Secure signing/DocuSign
- Only essential business travel
- Cycle to Work Scheme

- Remote/hybrid Working where practical
- low carbon energy provider
- Implementation of LED lighting
- Recycling solutions including confidential waste within our office space
- Minimisation of company air conditioning
- Newer technology with more efficient power usage
- Prioritising suppliers with carbon reduction plans and actions.

In the future we hope to implement further measures.

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

### **Signed on behalf of the Supplier:**



.....  
Date: 30/09/2021 .....

---

<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/standards/scope-3-standard>