

**SQUARCLE CARBON  
REDUCTION PLAN  
2023**



Squarcle



As an SME we recognise how crucial it is that we show strong leadership in committing to move all our activities to become net zero by 2040, 10 years ahead of the government target of 2050. We also recognise that as far as the Climate Emergency is concerned, actions speak much louder than words. We need to lead by example and engagement with our clients and partners is crucial if we are to bring others with us in tackling the Climate Emergency.

Although Squarcle has a minor contribution to Bristol's carbon emissions, our Carbon Reduction Plan seeks to demonstrate how we will make changes to our buildings, our transportation ~~plans~~ how we will minimise the generation of waste, and crucially how we can encourage more sustainable behaviours in order to deliver major reductions in carbon emissions. These reductions will help us lay the foundations for a net zero Squarcle: foundations that will hopefully inspire others to make the urgent changes required to reach our climate goals.

The actions in this plan are clearly designed to make reductions in carbon emissions, but they are also designed to send a message to our personnel, customers, partners and community groups that we support: everyone can, and should, play a part in tackling the Climate Emergency. This plan allows everyone across all the departments of Squarcle to do their bit, working with our partners to encourage engagement at many levels to drive real change.

As the Managing Director of Squarcle I am determined that our enterprise plays a decisive part in how Bristol and the UK responds to climate change by ensuring that all of its services are delivered in a more sustainable way that helps reduce our emissions to zero by 2040. But in order to change how we deliver services to our clients and partners; we need their help to support a sustainable greener Bristol that will contribute to the overall protection of the planet.

Simon Perks Managing Director



Squarcle

## 1. Introduction

This plan sets out the actions that Squarcle will undertake in 2023 to reduce greenhouse gas emissions from its own operations. It sets the current carbon baseline, with clear, specific and measurable actions.

Squarcle is increasingly determined to have a positive effect on the environment and to avoid any unintended consequences through its actions. This plan presents our approach and also how it will lead the way on tackling carbon emissions by:

- Getting its own house in order by reducing the emissions from its estate and operations to work towards net zero emissions by 2040.
- Using its influence and role as a community member to work with customers, partners and communities to tackle climate change through a common framework for action.
- Revising and updating this plan each year until 2050.





## 2. How it started

The decision by the Squarcle Board of Directors on the 01 December 2021 to declare a Climate Emergency produced a number of key actions. These included a pledge to make Squarcle carbon neutral by 2040, 10 years ahead of the government target and to produce a new Corporate Carbon Reduction Plan. This report provides a brief review of progress so far and proposes a set of new actions for delivery during 2023. The aim of the Squarcle Carbon Reduction Plan 2023 is twofold:

- Achieve net zero emissions by 2040.
- Provide a green, sustainable organisation that cares about the environment.

The Squarcle Carbon Reduction Plan 2023 baselines Squarcle's existing carbon footprint and sets out the things Squarcle will do to achieve Net Zero. It has two themed sections:

**Section A.** Provides clarity on Squarcle's emissions baseline and where greenhouse gas emissions are accounted for.

**Section B.** Describes the personal and governance changes that will lead to reductions. The focus will be on delivering behavioural change across the whole organisation to elicit the required outcomes.



Publication date: December 2022

## Part A: Baseline

### Commitment to achieving Net Zero

Squarcle Consulting Limited is committed to achieving Net Zero emissions by 2040.

### 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: 2022**

### Additional Details relating to the Baseline Emissions calculations

As a recently formed company, the carbon emissions baseline year for Squarcle Consulting Limited was in 2022 where we showed total emissions of 48.52 tCO<sub>2</sub>e. As Squarcle are a rapidly growing company we are committed to continuously monitoring our carbon emissions and finding innovative ways to reducing them.

### Baseline for reporting year from 01 September 2021 to 31 August 2022

Scope	Activity Type	2022
<b>Scope 1</b>	Stationary Combustion	4.90
	Mobile Combustion	0.00
	Fugitive emissions from air-conditioning	0.00
	Other fugitive or process emissions	0.00
	<b>Scope 1 - Total</b>	<b>4.90</b>
<b>Scope 2</b>	Purchased electricity - location based	0.00
	Purchased electricity - market based	30.31
	Purchased heat and steam	0.00
	<b>Scope 2 - location based + heat and steam</b>	<b>0.00</b>
	<b>Scope 2 - market based + heat and steam</b>	<b>30.31</b>
<b>Scope 3</b>	<b>Category</b>	
	Cat 4 - Upstream transportation and distribution	0.00
	Cat 5 - Waste generated in operations	0.00
	Cat 6 - Business travel	10.40
	Cat 7 - Employee commuting	2.91
	Cat 9 - Downstream transportation and distribution	0.00
	<b>Scope 3 - Total</b>	<b>13.31</b>
	<b>Yearly Total</b>	<b>48.52</b>

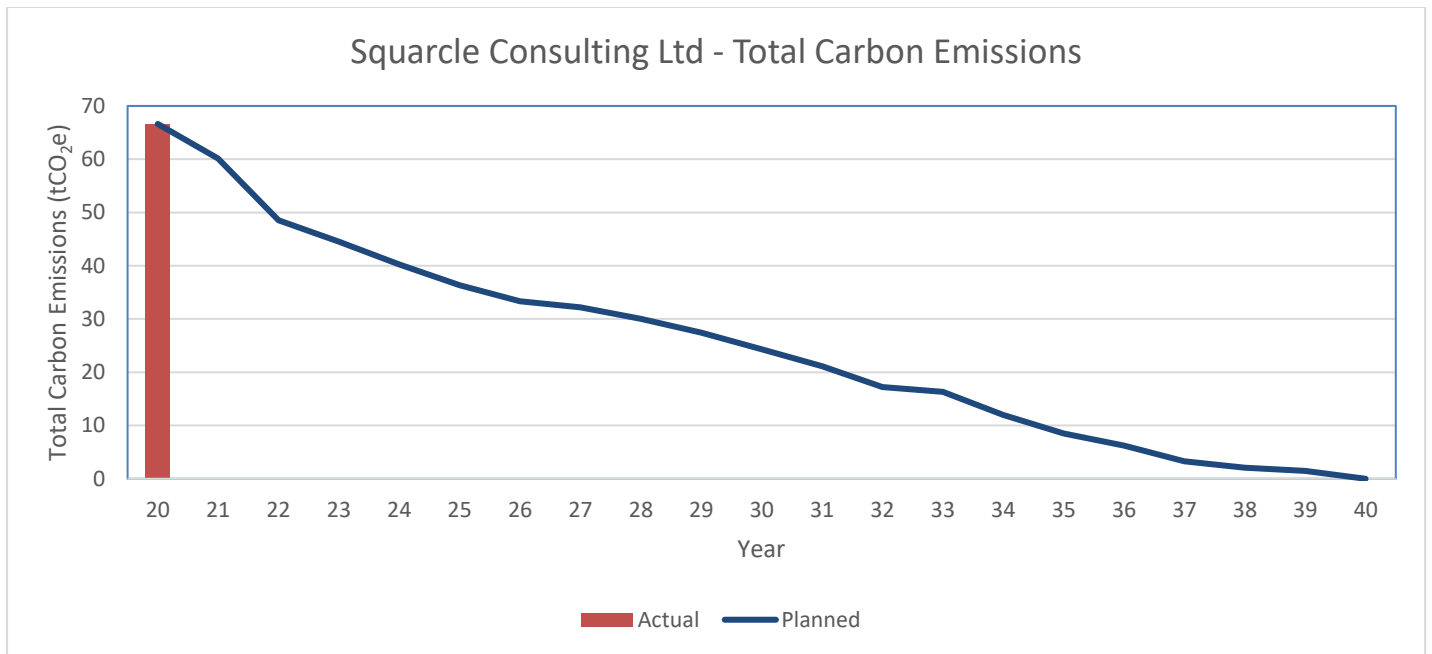
**Total Emissions: 48.52 tCO<sub>2</sub>e**

\* Categories 6 (business travel) and 7 (employee commuting) and have been included in our scope 3 calculations. Category 4 (upstream transportation and distribution) and Category 9 (downstream transportation and distribution) have been excluded as we do not distribute or receive physical goods. Category 5 (waste generated in operations) has been excluded as we have not moved into our premises yet. We will work to capture category 5 emissions after we have taken over our premises.



## Forecast

Squarcle's to Net Zero by 2040.



## Current Emissions Reporting

Since Squarcle's inaugural reporting year in 2021, Squarcle have continued in our efforts to make a difference to the environment by keeping our carbon footprint as low as possible. We will report emissions by the end of August for the previous year.

Therefore, while our target is explicit, we expect to use our baseline percentage as our key quantifiable metric. This will ensure we stay on track to Net Zero by 2040.

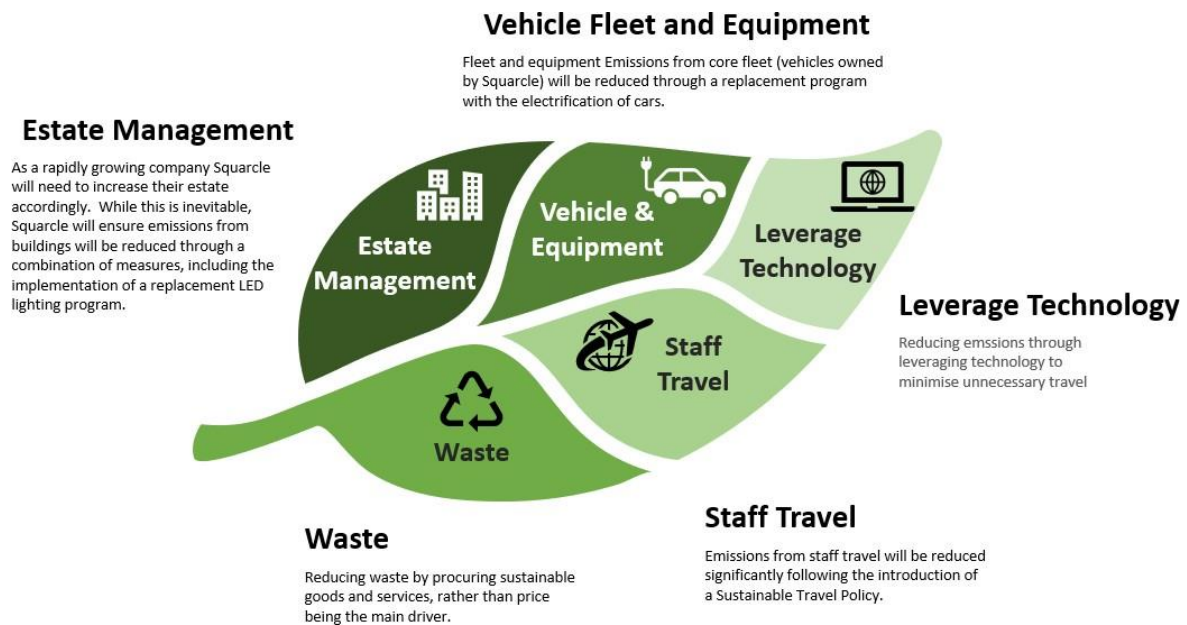
## Emissions reduction targets

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 four years to 33.31 tCO<sub>2e</sub> by 2026, a 50% reduction, which keeps us on track to meet our target set in 2021. As the company continues to grow, we pledge a 50% scalable reduction to our carbon emissions.

## Part B: Carbon Reduction Initiatives

### Engagement, behavioural change and governance arrangements



### Estate Management

Emissions from heating and powering the Squarcle's office building is projected to be half of the overall emissions from the Squarcle operations. If Squarcle is to achieve net zero emissions, a concerted effort is required to both reduce energy consumption through improved energy efficiency measures and to increase the amount of renewable energy generation. The proposed actions on the future office buildings are:

- Use a green energy provider.
- Implement an LED lighting and controls replacement programme.
- Utilise Bristol's commercial tenant Sustainable Occupancy Pack to action carbon reduction initiatives.



### **We're electrifying our Squarcle-owned fleet, hire fleet and personal commuting**

As we grow it is expected that emissions from our fleet will account for around one fifth of the overall emissions from the Squarcle operations. The plan for replacing end-of-life diesel vehicles with electric alternatives is now firmly in place. It will see three electric vehicles delivered in three phases over six years.

We're driving down emissions from staff rental car travel as, it is expected that as we grow, they will account for approximately 8% of the Squarcle total emissions. The rental fleet comprises the vehicles rented by employees that are used for business travel. Where feasible we will hire electric vehicles rather than combustion alternatives.

We are driving down personal work commuting emissions through the implementation of the bike to work scheme, encouraging a car sharing and use of public transport to reduce car travel.





## **We're reducing waste which is Squarcle generated**

Emissions from waste which is generated and disposed of as a consequence of Squarcle activities is not fully known. However, actions will be undertaken in 2023 to review the contracts that Squarcle has with providers to ensure that goods procured will be made from recycled materials.

As we grow in the coming years the proposed actions on Squarcle waste for 2023 and 2024 are:

- Install standardised and improved recycling facilities in all Squarcle corporate buildings.
- Create an internal online system to inform staff about spare equipment that is available for them to re-use.
- Reduce waste production to a minimum by procuring reusable goods that are made from recycled materials.



## We're changing behaviours

This second action plan seeks to go beyond the 'hard' initiatives and challenges described above and tackle carbon emissions by other means, namely by changing our governance, behaviours, engagement activities and the way we invest. Whilst emissions from these are less measurable, the way people tackle these will be fundamental.



### Finance and Investment

Initiate a new procedure that requires Squarcle employees to consider Climate Emergency implications for all procurement activity where possible



### Engagement

Engage with our suppliers and customers to ensure they are aware of our commitment to sustainability



### Governance

Ensure that any changes to the Squarcle's Corporate Plan and associated policies take account of the climate change ambitions of the organisation.



### Behaviours

Deliver an extensive programme of awareness raising and behaviour change to all employees and building users.





### **What can you do to help?**

Technological advances, behaviour changes, societal norms and our understanding of climate change and greenhouse gas emissions will change between now and 2040. An annual review of the Squarcle emissions and future projections will therefore be undertaken to ensure the plan remains up to date and fit for purpose. For Squarcle, this document sets out the corporate commitments to the journey to zero emission by 2040. The Board of Directors and Senior Leadership Team fully support and endorse the plan. Behavioural change is at the forefront of achieving zero emissions. All decisions by staff will influence energy consumption to some degree. This plan seeks to raise awareness at every level, as together we can make a difference. What you do, what you decide and approve, can and will influence energy consumption. We will continue to work with the Squarcle Green Champions to develop further actions to address climate change.

## 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:

*Simon J Perks*

Simon J Perks, Managing Director: 7<sup>th</sup> December 2022



<sup>1</sup> [Government conversion factors for company reporting of greenhouse gas emissions - GOV.UK \(www.gov.uk\)](https://www.gov.uk/government/publications/government-conversion-factors-for-company-reporting-of-greenhouse-gas-emissions)

<sup>2</sup> [Corporate Value Chain \(Scope 3\) Standard | Greenhouse Gas Protocol \(ghgprotocol.org\)](https://ghgprotocol.org/corporate-value-chain)

<sup>3</sup> [Technical standards for completion of carbon reduction plans](#)