

Carbon Reduction Plan

Our commitment to achieving net zero
March 2024

The Science Based Targets initiative (SBTi) has verified our net-zero science-based target by 2040. We define Net Zero in accordance with the most ambitious and strict criteria, science-based net zero, as defined by the SBTi.

Reporting scope and methodology

Reporting Period: The reporting period is the 2022/23 financial year, 1st May to 30th April. The baseline year is 2021/22.

Data Coverage: The footprint reported in the Carbon Reduction Plan consists of the following data points:

- Scope 1 – combustion of natural gas
- Scope 1 – combustion of vehicle fuel for company fleet
- Scope 1 – fugitive emissions from air conditioning units
- Scope 2 – purchased electricity (market-based)
- Scope 3 (Category 4) – upstream transportation and distribution

- Scope 3 (Category 5) – waste generated in operations
- Scope 3 (Category 6) – business travel
- Scope 3 (Category 7) – employee commuting and homeworking

Downstream transportation and distribution (Category 9) are not applicable to Clarke Willmott as a service-based company.

Methodology: The GHG emissions were calculated using operational control as the organisational boundary, in accordance with the GHG Protocol Corporate Accounting and Reporting Standard.

Emissions footprint

Baseline Year: 1 May 2021 – 30 April 2022

Reporting Year: 1 May 2022 – 30 April 2023

| EMISSIONS | TOTAL (tCO ₂ e) |
|---|----------------------------|
| Scope 1 | 170 |
| Scope 2 (Market Based) | 35 |
| Scope 3 (Subset of categories) | 582 |
| Category 4: Upstream transportation and distribution | 72 |
| Category 5: Waste generated in operations | 3 |
| Category 6: Business travel | 42 |
| Category 7: Employee commuting | 465 |
| Total Emissions (with subset of Scope 3 categories only) | 787 |
| Scope 3 (Including all categories) | 2006 |
| Total Emissions (Including all categories) | 2211 |

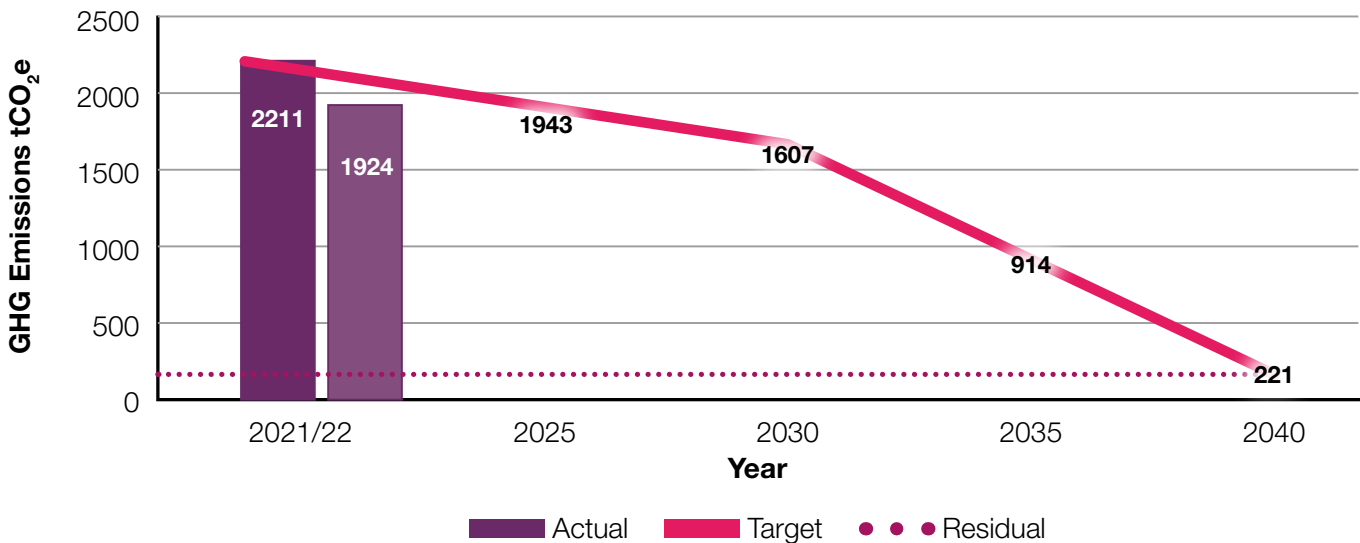
| EMISSIONS | TOTAL (tCO ₂ e) |
|---|----------------------------|
| Scope 1 | 143 |
| Scope 2 (Market Based) | 3 |
| Scope 3 (Subset of categories) | 811 |
| Category 4: Upstream transportation and distribution | 63 |
| Category 5: Waste generated in operations | 8 |
| Category 6: Business travel | 94 |
| Category 7: Employee commuting | 646 |
| Total Emissions (with subset of Scope 3 categories only) | 957 |
| Scope 3 (Including all categories) | 1778 |
| Total Emissions (Including all categories) | 1924 |

Emissions reduction targets

To continue our progress to achieving Net-Zero, we have set near-term science-based targets and project our Scope 1&2 carbon emissions will decrease by 50% by 2030 and our Scope 3 by 25%.

Progress against these targets can be seen in the graph below:

Carbon Reduction: Projected vs Actual



Please note the above reduction target includes 100% of Clarke Willmott's emissions, and therefore covers Scope 3 categories beyond those set out in the Reporting Scope and Methodology section. Once the 90% reduction in emissions has been achieved, Clarke Willmott will remove the remaining 10% residual emissions through permanent, nature-or technology-based solutions.

Carbon reduction projects

Completed carbon reduction initiatives

The following environmental management measures and projects have been completed or implemented since the 2021/2022 baseline.

- Our environmental management system across the UK is UKAS certified to ISO 14001.
- Our near-term and net-zero science-based targets have been validated by the SBTi.
- Our property portfolio has been reviewed to reflect occupancy demand and environmental considerations. Recent refurbishments and office relocations have allowed us to reduce our carbon emissions, through a 16% footprint reduction, and make use of energy efficient solutions including PIR activated LED lighting.
- Our Bristol office moved in 2023, reducing our floor space by 65% and moving us from an energy rating of D to EPC A. We are also now taking advantage of the Bristol district heat network.
- 99.6% of our electricity consumption is generated from certified 100% renewable sources.
- We have reduced the number of printers by 50+ across our offices to reduce both paper and energy usage.
- We have adopted a “digital first” approach to meetings and ensure environmental considerations are embedded into decision making when travelling.
- We are working to centralise and digitise our print, post and reprographics facilities as well as moving our data to the cloud.
- We have set up a Green Steering Group, made up of our Head of ESG (Environmental, Social and Governance) and members of our Senior Management Team, who define our environmental strategy, ensure coverage at a senior level, and ensure environmental impact is considered in business decisions.
- Our Green Team, made up of passionate individuals across the firm, drives our firm wide commitment through education, communication, and implementation at a local level.



Planned carbon reduction initiatives

In the run up to 2030 we plan to implement further measures to drive down emissions. We are considering several initiatives and those listed below are some examples of areas we are discussing.

- Build awareness across our people of the impact of their decisions on our journey to Net Zero by holding firm wide engagement and education sessions around carbon literacy.
- Implement an engagement strategy to encourage our people to learn more and reduce their own environmental impact.
- Continuously work to collect the highest quality, primary data on our emissions to improve and progress our measurement process.
- In 2024 our Cardiff office will be relocating, and we will be making use of energy efficient solutions.
- Work with suppliers to support them in understanding their own emissions and educate and encourage them to set their own carbon reduction targets in line with the SBTi Corporate Net Zero standard.
- Work with landlords to switch to certified 100% renewable electricity and reduce gas consumption by making sustainable choices for new buildings whenever possible.
- Reduce business travel by air, rail and road through effective measurement and a sustainable travel policy.
- Integrate climate consideration into firmwide decision making.
- Embed climate risks into our firmwide risk and governance framework.



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 Greenhouse Gas 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 accordance with SECR (Streamlined Energy Carbon Reporting) 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) Standard³.

This Carbon Reduction Plan has been reviewed by the senior partners and signed off by the CEO.

Signed on behalf of Clarke Willmott:



Peter Swinburn, CEO

March 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>