

Carbon Reduction Plan 2024



Created by:	Environment Committee
DATE:	August 2024
TOPIC:	Burgess Salmon Carbon Reduction Plan – 2024

Commitment to achieving Net Zero

In accordance with the requirements of the Procurement Policy Note 06/21¹ and the Technical Standard² we confirm that Burgess Salmon LLP is committed to achieve Net Zero no later than 2050.

Please see under 'Emissions reduction targets' below for details of our shorter-term Net Zero target of 2026 and our Science Based Target for a 50% reduction in absolute emissions by 2030 (against a 2019 baseline year).

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 our current strategies to reduce emissions. Baseline emissions are the reference point against which emissions reduction can be measured.

Baseline Year: 2019	
Additional Details relating to the Baseline Emissions calculations.	
We have adopted 2019 as the baseline emissions year for the Carbon Reduction Plan as it is the baseline year for our Science Based Targets. These figures were calculated by our previous carbon consultants (Sage) and have been kept in the 2024 report for consistency with the 2023 report.	
Baseline year emissions:	
EMISSIONS	TOTAL (tCO₂e)
Scope 1	254

¹ <https://www.gov.uk/government/publications/procurement-policy-note-0621-taking-account-of-carbon-reduction-plans-in-the-procurement-of-major-government-contracts>

² https://assets.publishing.service.gov.uk/media/60ba4d208fa8f57ce980b5b7/PPN_0621_Technical_standard_for_the_Completion_of_Carbon_Reduction_Plans_2_.pdf

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Scope 2	717 (location-based methodology) 54 (market-based methodology using majority renewable electricity)		
Scope 3 (Included Sources)	Scope 3 Category	Category Description	Emissions
	4	Upstream transportation and distribution	2
	5	Waste generated in operations	52
	6	Business Travel	441
	7	Employee Commuting	1,000
	9	Downstream transportation and distribution Category 9 emissions which relate to any transportation and distribution of products sold between our operations and the end consumer, including storage (in vehicles and facilities not owned or controlled by the reporting company) are excluded from our scope 3 emissions. As our 'product' is legal advice which does not require transportation, distribution or storage, this category is not relevant to our activities.	0 (N/A)
	Total		1,499
Total Emissions	2,466 (Scope 2 location-based methodology) 1,803 (Scope 2 market-based methodology)		

In determining our SBTs we gained further insight into our Scope 3 emissions which are comprised of the following material emissions categories for the 2019 base-year:

- 75% Purchased goods and Services
- 12% People Commuting to Work
- 6% Capital goods
- 5% Business Travel
- 1% Waste
- 1% Other

Current Emissions Reporting

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Reporting Year: 2023			
Additional Details relating to the 2023 Emissions calculations.			
<p>Over the past 5 years we have expanded and improved our data collection and noted that carbon calculation methodology has evolved, and our new carbon calculation partners (Projective Group) will be undertaking a recalculation exercise based on the latest data and methodologies when calculating our 2024 figures next year. This will ensure that a consistent methodology will be used for all future years subject to changes to methodology to meet future guidelines.</p> <p>We have only reported on the 5 categories of Scope 3 emissions required by the Technical Standard for Completion of Carbon Reduction Plans, however we have included all Scope 3 categories in our a full carbon footprint report and a summary of this is available in our Responsible Business Report (Environment and Sustainability section)</p>			
EMISSIONS	TOTAL (tCO₂e)		
Scope 1	172		
Scope 2	503 (location-based methodology) 0 (market-based methodology using 100% renewable electricity)		
Scope 3	Scope 3 Category	Category Description	Emissions
	4	Upstream transportation and distribution Note: Upstream Transportation and Distribution - would only pertain to the transportation and distribution (T&D) of purchased goods and services for Burgess Salmon's activities. As per GHG-Protocol guidance, the transport of these items has been included in Category 3.1 (fuel and energy related activities)	0 (N/A)
	5	Waste generated in operations	4
	6	Business Travel	447
	7	Employee Commuting	250
	9	Downstream transportation and distribution Note: Downstream Transportation and Distribution – these are emissions which relate to any	0 (N/A)

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		transportation and distribution of products sold between our operations and the end consumer, including storage (in vehicles and facilities not owned or controlled by the reporting company) and are excluded from our scope 3 emissions. As our 'product' is legal advice which does not require transportation, distribution or storage, this category is not relevant to our activities.	
	Total Scope 3 Emissions		701
Total Emissions	1376 (location-based methodology) 873 (market-based methodology using 100% renewable electricity)		

Emissions reduction targets

In order to continue our progress to achieving Net Zero, we have adopted the following carbon reduction targets.

In 2020, Burgess Salmon LLP made a commitment to be Net Zero by 2026 in respect of scope 1 and 2 emissions and Business Travel emissions from scope 3, to be achieved by year-on-year reductions in energy use and using credible offsetting as a last resort. At the date of this report, we have not yet offset the relevant 2023 emissions, however we are working with our current supplier to do so.

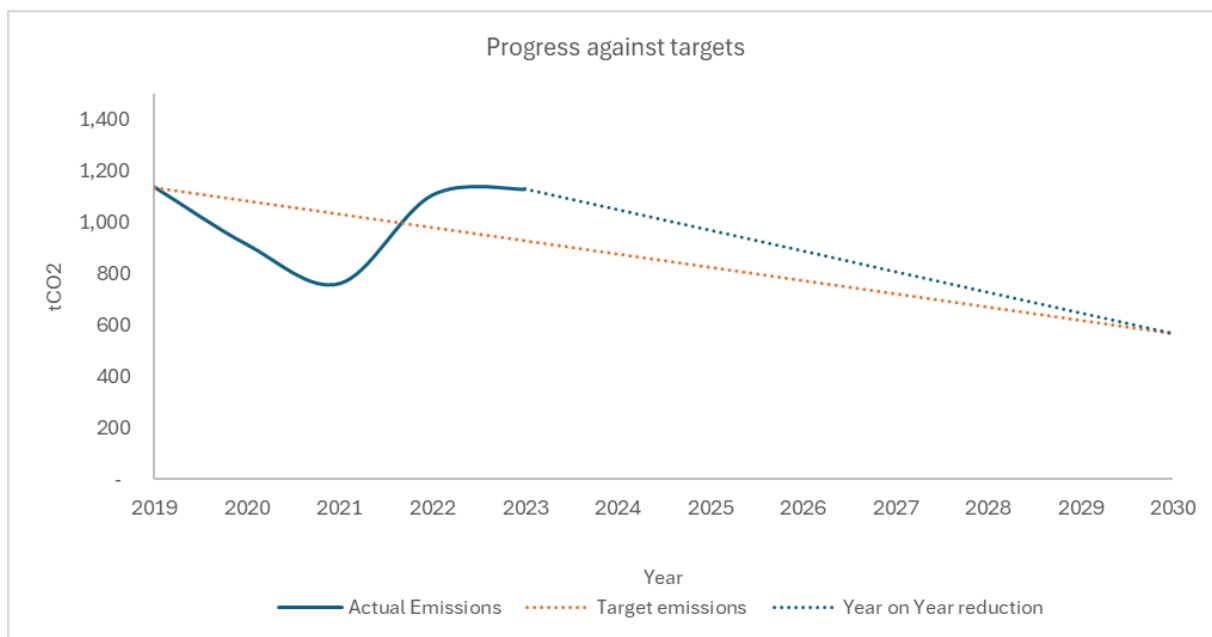
In 2021, in recognition that all scope 3 emissions represent a significant majority of our overall emissions, we developed Science Based Targets (SBTs). Working with external consultants (Carbon Intelligence) we developed SBTs in line with a 1.5°C trajectory. The work included gaining insight into our Scope 3 emissions which includes all material elements as informed by the GHG Protocols and SBTi methodology.

Our SBTs are to reduce total emissions by 50% by 2030 from a 2019 baseline.

Our SBTs were validated by the Science Based Targets Initiative in July 2022.

We project that carbon emissions (from the selected categories included in this report) will decrease over the next five years from 1138 tCO₂e to 672 tCO₂e by 2028. This is a reduction of 41%.

Progress against these targets can be seen in the graph below. Graph 1 - Carbon Reduction – Projected v's Actual (to reduce total emissions by 50% by 2030 from a 2019 baseline)



Completed Carbon Reduction Initiatives

The following environmental management measures and projects have been completed or implemented since the 2019 baseline. Some measures and projects are ongoing. The carbon emission reduction achieved by these schemes equate to 1090 tCO₂e, a 44.2%ge reduction against the 2019 baseline and the measures will be in effect when performing the contract.

We pursue best practice approaches to environmental management and reduction of energy usage and related emissions. This includes:

- Holding certification to ISO 14001 since 2013
- All of our offices being BREEAM rated 'excellent'
- Switching to renewable energy tariffs for electricity and continuing to purchase electricity through 100% renewable tariffs
- Investing in low-energy and smart technology such as movement-sensor LED lighting
- Recruitment of a new Procurement Manager to engage with our supply chain and drive better carbon reporting and reductions in relation to Scope 3 purchase of goods and services emissions
- Promoting sustainable travel options with our people, both for commuting and business travel
- Investing in remote working technology and agile workspaces
- Adopting hybrid-working for our people between home and office
- Maintaining the reduction in paper usage and printing volumes that we achieved during Covid
- Focusing on waste reduction, particularly in our catering provision – we are now single use plastic free across all of our sites
- Collaborating with a range of relevant external bodies and forums

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- Committing to public reporting and transparency through our annual Responsible Business report
- Engaging with our people through our internal 'BSustainable' network, including regular environmental communication campaigns such as our annual Green Week
- Regular communications on our environmental commitments and achievements both internally and externally

We are participants in CDP Climate. We are founding members of the Legal Sustainability Alliance and the Net Zero Lawyers Alliance. We are supporters of and participants in the Chancery Lane Project, which is a pro-bono initiative where lawyers collaborate to develop climate conscious contract clauses and model laws.

The additional measures we are currently progressing include:

- Following our energy audit and ESOS report, designing and implementing an action plan to realise the potential energy savings and efficiency improvements
- Building Working Groups to focus on each of our Strategic Environmental Objectives and to set reduction targets (Carbon, Business Travel, Waste reduction, Procurement, Industry and Community Engagement)
- Hosting Supplier Engagement events to share requirements and best practice with a focus on sustainability
- Developing 'ESG for Suppliers' guidance to share with our supply chain, particularly our smaller suppliers
- Carefully considering the refurbishment and development of our workspaces by choosing to work with fit out partners who have the same values and re-using materials and furniture as far as possible
- Considering the efficiency of air handling and movement across our offices to reduce energy consumption while ensuring the health and wellbeing of our people
- Advocating for adoption of alternative sustainable solutions for providing heating and cooling into our buildings, to move reliance away from fossil fuels eg heat networks
- Developing an enhanced Sustainable Travel Policy for our people informed by research from the University of Bristol

In every year since 2020 we have invested in a high-quality conservation and rewilding project with carbon offsets assured by the UK Woodland Carbon Code. Whilst we first pursue energy reductions and efficiencies such investment is an on-going annual commitment to respond to our residual emissions.

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 standard³

³<https://ghgprotocol.org/corporate-standard>

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and uses the appropriate Government emission conversion factors for greenhouse gas company reporting⁴.

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) Standard⁵.

This Carbon Reduction Plan has been reviewed and signed off by the firm's Partnership Committee (which is our management body equivalent to a board of directors).

Signed on behalf of the Supplier:

A handwritten signature in black ink, appearing to read "Roger Bull". The signature is written in a cursive, somewhat stylized font.

.....
Roger Bull, Managing Partner

Date: ...29/8/24.....

⁴<https://www.gov.uk/government/collections/government-conversion-factors-for-company-reporting>

⁵<https://ghgprotocol.org/standards/scope-3-standard>