



Cabinet Office

# Carbon Reduction Plan



# Carbon Reduction Plan

Supplier name: BIP UK/US

Publication date: March 2023

Approved by: Sue Knight, Director of People and Operations

## Commitment to achieving Net Zero

BIP UK/US is committed to achieving Net Zero emissions by 2050 and carbon neutrality by 2025.

## 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.

## Table 1: Baseline FY 2019 Emissions Reporting

Baseline Year: 2019	
Additional Details relating to the Baseline Emissions calculations	
BIP UK/US have completed an assessment of greenhouse gas emissions over the period of January to December 2019.	
2019 has been taken as base year, following years will be assessed and compared against the 2019 results. Emissions are divided into scope 1, scope 2 and scope 3 emissions.	
Baseline Year Emissions	
Emissions	TOTAL (tCO <sub>2</sub> e)
Scope 1	0
Scope 2	15.8
Scope 3 (included Sources)	825.4
Total Emissions	841.2

**Table 2: FY 2021 Emissions Reporting**

Baseline Year: 2021	
<b>Emissions</b>	TOTAL (tCO2e)
<b>Scope 1</b>	0
<b>Scope 2</b>	0
<b>Scope 3</b> (included Sources)	689.9
<b>Total Emissions</b>	689.9

**Table 3: Comparison of emissions from FY 2019 to FY 2021**

Total CO2 Emissions (Tons)					
<b>2021</b>	689.9	0	0	689.9	↓ 18%
<b>2020</b>	813.3	0	8.2	805.2	↓ 3.3%
<b>2019</b> (Baseline)	841.2	0	15.8	825.4	N/A

The mentioned Carbon Emissions Targets are in line with the SBTi (Science Based Targets Initiative) standards.

## Emissions reduction targets

BIP UK/US is making progress towards achieving carbon neutrality by 2025 and Net Zero by 2050. As most of our emissions are from goods and services spend in scope 3, we are focussing on these emissions for our carbon reduction plan.

To continue our progress to achieving Net Zero for scope 3, we have adopted the following carbon reduction targets in line with the Science Based Targets Initiative to keep warming below 1.5 degrees as per the Paris Agreement.

- We project that scope 1&2 carbon emissions will decrease over the next five years from 16 tCO<sub>2</sub>e to 0 tCO<sub>2</sub>e by 2025. This is a reduction of 100% from our baseline year of 2019.
- We project that scope 3 carbon emissions will decrease over the next five years from 825.4 tCO<sub>2</sub>e to 629.2 tCO<sub>2</sub>e by 2025. This is a reduction of 25% from our baseline year of 2019.
- We project that scope 3 carbon emissions will decrease over the next twenty eight years from 825.4 tCO<sub>2</sub>e to 82.5 tCO<sub>2</sub>e by 2050. This is a reduction of 90% from our baseline year of 2019.

BIP UK/US will become Net Zero at the point it reaches its science-based carbon reduction target and compensates for all its remaining emissions by 2050.

After reaching this target, we will continue to strive to reduce our carbon emissions in the future through carbon reduction initiatives.

Despite 2020 being an unusual year, we balanced our calculations by including working from home emissions into our scope 3 emissions. In 2021, we did not expect the same reduction from 2019-2020 due to the unusual circumstances in 2020, though we managed another reduction as a result of having no permanent office lease and reduced business travel.

## Certifications

B Corp Certification: We are B Corp certified. The environment section is one of 5 areas where we have made improvements to gain the score required for certification.



## Carbon Reduction Projects

The following environmental management measures and projects have been completed or implemented since the 2019 baseline. The carbon emission reduction (scope 1, 2 and 3) achieved by these schemes equate to 151.3 tCO<sub>2</sub>e, an 17.99 % reduction against the 2019 baseline and the measures will be in effect when performing the contract.

1. **Supply Chain Management:** We have reviewed our supplier list and request every supplier (new and current) to submit a survey to make sure BIP UK/US partners with like-minded organisations with a similar approach to sustainability. We include 3 criteria which affect our procurement decisions: carbon emission targets, environmental policy and social governance. In addition, we also encourage our suppliers to measure and report their emissions in line with the SBTi framework.
2. **Reduced travel:** The COVID Pandemic has shown that remote working can be successful and therefore BIP UK/US employees are encouraged to reduce their travel where possible.
3. **Office:** We encourage a hybrid working model and give access to regional office hubs to reduce travel and commuting.
4. **Remote Working Allowance:** All employees receive an allowance to encourage and support a flexible working model to suit the needs of our people and the business.
5. **Employee expenses:** We have a directory for expenses to encourage sustainable choices for our employees. We offer a remote working budget and encourage second hand purchasing as well as offering a list of preferred options in a range of buying categories.
6. **EV car acquisitions:** Incentivise corporate car acquisitions to prefer electric vehicles.
7. **Energy Consumption:** We endeavour to look for cost- effective methods to improve energy efficiency and to minimize energy consumption and greenhouse gas emissions. We have started to incentivise our remote working employees to move to renewable energy providers. In addition, we have an online employee directory with instructions on how to reduce your personal footprint.
8. **Adobe DocuSign and digital platforms:** BIP UK/US is now using DocuSign for signing of documents to reduce the printing of paper which then must be signed and send back via the post. Reduction will be seen in the following environmental areas: wood, water, carbon emissions and waste. Additional carbon reducing solutions include digital notes using One Note and collaboration / meeting tools.
9. **Reuse and recycling:** We extend the life of our IT hardware through software management and IT support. When hardware reaches the end of its life, we engage a third party to provide environmentally focused recondition and reuse of laptops, IT peripherals, batteries and mobile devices. Additionally, we continually reduce waste sent to landfill, providing guidance/education on reusing, reducing and recycling to our remote working staff.
10. **Employee engagement and upskilling:** We set up an environmental responsibility interest group to raise awareness of environmental impact and suggest tangible actions the business can take to improve sustainability. This group also offers a range of engagement activities such as our Plastic Free July to reduce single use plastics and Veganuary campaigns to encourage more plant-based diets. This is supported by climate training, and eco-volunteering opportunities. We are widening this programme from employees to include suppliers and clients.

## Projects to be implemented in the future

1. Setting science-based targets: Align our carbon reduction plan with and sign up to the SBTi initiative with the wider BIP Group.
2. Supply Chain Management: Because most of our emissions are from goods and services, we are working with our supply chain to get emissions data to input actual data directly into our calculations. This will be key to reducing our emissions over time as we grow.
3. Renewable energy: Look to use 100 % renewable energy (electricity Scope 2) in our environmentally friendly leased offices and encourage our people to switch to 100 % renewable energy suppliers.
4. Continue to reduce travel: through use of digital meeting platforms and encouraging the hybrid working model.
5. Reducing/diverting waste sent to landfill from our operations, maintaining separate waste/recycle bins in our offices and providing guidance/education to our remote working staff.
6. IT / Data Centre emissions: Look to understand the impact of data centre emissions and work with our suppliers to reduce them.
7. Align to best practice accreditations: Obtain ISO 14001 Environmental Management System-certification.

## Working with clients

As a consulting firm we are able to help digitally transform our clients in the most sustainable way possible. We will drive innovation through the application of technology and data driven insights, and design solutions to deliver more sustainable business practices.

We will also share our carbon reduction plan initiatives and encourage our clients to measure, reduce and report on their emissions in line with the GHG (greenhouse gas) protocol.

## Our off-setting plan

Our priority is to reduce our carbon emissions in all scopes as far as possible through our carbon reduction plan. For any residual carbon emissions, we will look to carbon offsetting.

We will partner with small grass roots offsetting providers to reforest land with native species, rebuild biodiversity, make agriculture more sustainable and help create green jobs.

We commit to increasing our carbon offsetting annually by planting additional trees in line with employee growth, forecast at 300 employees for 2023.

## 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 and uses the appropriate Government emission conversion factors for greenhouse gas company reporting . 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 . This Carbon Reduction Plan has been reviewed and signed off by the board of directors (or equivalent management body).

### Signed on behalf of BIP:

.....*Sue Knight*.....

Date: .....01 / 01 / 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>