

A low-angle photograph of a dense forest with tall trees and vibrant green foliage against a clear blue sky. The text is overlaid on this image.

Carbon Reduction Plan

2025

Commitment

Business West has *committed to achieving Net Zero carbon by 2030*. This report details our journey so far and how we plan to measure, manage, and reduce greenhouse gas emissions, towards achieving the target.

Baseline and Current Emissions Footprint

2019-20 was set as our baseline reporting year. This was 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: 2019-20		
Emissions		Total (tCO ₂ e)
Scope 1	LPG Natural gas Company owned vehicles	79.0
Scope 2	Electricity	location based 52.3 market based 52.3
Scope 3	Business travel Staff commuting Staff homeworking Waste Upstream transportation Water	location based 273.6 market based 273.6
Total:		*Location based 404.9 **Market based 404.9

Latest Reporting Year: 2024-25		
Emissions		Total (tCO ₂ e)
Scope 1	LPG Natural gas Company owned vehicle	43.1
Scope 2	Electricity EVs	location based 34.9 market based 0.9
Scope 3	Business travel Staff commuting Staff homeworking Waste Upstream transportation Water	location based 181.3 market based 178.2
Total :		* Location based 259.3 ** Market based 222.2

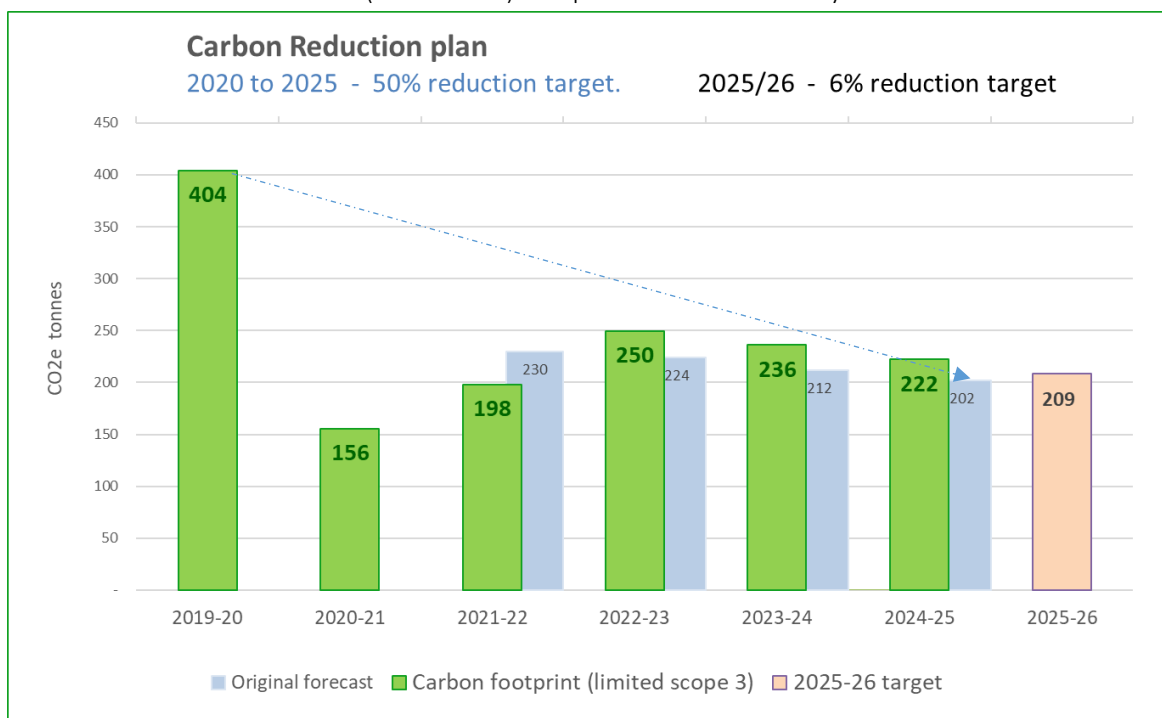
* Location-based electricity calculates emissions based on the emissions intensity of the local grid area where the electricity usage occurs
 ** Market-based electricity calculates emissions based on the electricity that organisations have chosen to purchase e.g. renewable energy
 Downstream transportation - not applicable to our activities/services

We recognise that our carbon footprint calculation does not cover all our indirect scope 3 emissions. However, the emissions included are operational impacts and are where we have systems in place to measure. We have estimated there could be an additional 600 tonnes of emissions to cover all scope 3 categories, and we will continue to monitor this and consider carbon reduction initiatives where possible.

Emissions reduction targets

We set a 5 year plan from the baseline year, where we projected an overall reduction from scope 1, 2, and our measured scope 3 emissions of 50% by the end of 2024-25.

The actual reduction achieved was 45% (182 tonnes) compared to the baseline year.



Due to the possible relocation of our head office this year, we have set a temporary one year reduction target of 6 % for 2025-26. This will be reviewed and reset when we know the further details.

Carbon reduction initiatives

Completed initiatives - The following environmental measures/projects have been completed since the baseline and will be in effect when delivering future contracts and services.

Energy

- Implemented zonal heating controls at the Leigh Court site
- New boiler and smart controls for Leigh Court
- Reductions in electricity consumption through LED bulb replacement
- Light sensors installed in communal areas
- We have switched to 100% renewable electricity, backed by the REGO scheme
- Installed some solar panels on the roof at Leigh Court providing for some of our electricity usage

Travel

- Introduced Policy for Office/Home based working to reduce business travel and commuting
- Supported staff with the equipment and skills required to work from home/remotely
- Cycle to work scheme offered to staff
- Electric car charging points installed at both sites
- Refined our method for gathering data to calculate staff commuting miles

Waste

- Recycling stations established at both sites
- Changed our waste contractor so we can now receive reports on volumes of waste.

Staff

engagement

- Created a Climate & Environment group on our intranet with over 100 members
- We include Net Zero/Environmental briefings at staff meetings
- Environmental Awareness course included in annual staff CPD programme
- Set up a Sustainability Champions Group with members from across the organisation, to enhance engagement and awareness

<i>Supplier & partner engagement</i>	<ul style="list-style-type: none"> Created a Green Procurement Policy to reduce environmental impact in our supply chain Reviewed our new supplier process to encourage carbon reduction and raise awareness Added carbon reduction and environmental performance to all new contracts with suppliers/partners
<i>Supporting the wider community</i>	<ul style="list-style-type: none"> Launched our Trading to Net Zero Climate Hub on our website in January 2021, to share best practice and help to inspire businesses to take the journey to net zero Signed up to the International Chambers of Commerce Chamber Climate Coalition We are engaged with the Bristol Climate & Nature Partnership Providing a series of Net Zero workshops to support local businesses Provided our tenants with a carbon report based on an estimated energy usage at Leigh Court to raise awareness
<i>Certification</i>	<ul style="list-style-type: none"> Certified to ISO 14001:2015, B Corp certified

Current/future initiatives

- Switched to a Green gas supply at our Swindon site for heating. This will replace fossil fuel natural gas with sustainable green gas
- Provide a sustainable Hybrid Working session to all staff with information on reducing commuting emissions and reducing energy consumption
- Develop and deliver a service to deliver a carbon/energy audit for local organisations
- Analyse waste reports and recalculate emissions from waste based on type and volume, instead of using spend data. This will realise carbon savings through our recycling initiatives
- Developing the digitalisation of our Export Documentation processes to minimise the use of paper
- Continue to develop our engagement with key suppliers to encourage carbon reduction throughout the supply chain.

Declaration and Sign Off

This Carbon Reduction Plan has been completed in accordance with PPN 006 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 standard¹³ and uses the appropriate government emission conversion factors for greenhouse gas company reporting.¹⁴

Scope 1 and Scope 2 emissions have been reported in accordance with SECR requirements (where required), 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.¹⁵

This Carbon Reduction Plan has been reviewed and signed off by the Executive Management Team.

Signed:



Date: 22/10/25

Phil Smith, Managing Director

¹³ <https://ghgprotocol.org/corporate-standard>

¹⁴ www.gov.uk/government/collections/government-conversion-factors-for-company-reporting

¹⁵ <https://ghgprotocol.org/standards/scope-3-standard>