

Carbon Reduction Plan

Supplier name: Burendo Ltd

Publication date: 25th August 2023

Commitment to achieving Net Zero

Burendo Ltd is committed to achieving Net Zero emissions by 2050.

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 (*1st Jan – 31st Dec 2022*)

*2022 is both our baseline and current reporting year

Additional Details relating to the Baseline Emissions calculations.

2022 marks the first year that Burendo has planned to reduce its emissions and carbon footprint, for the purpose of this carbon reduction plan we will use calculations based on the period (*1st Jan – 31st Dec 2022*) as the baseline.

Other considerations during this period are that due to measures introduced during the global Covid-19 pandemic, our workforce shifted to a work from home model throughout the supply chain. This has implications on our baseline for future years as we move away from a work from home model into a more hybrid working model to support client needs.

Baseline year emissions: 2022 (Jan-Dec 2022) *2022 is both our baseline and current reporting year	
EMISSIONS	TOTAL (tCO₂e)
Scope 1	<p>0 - Burendo reports '0' for Scope 1.</p> <p>We are a small consultancy situated in a new, highly energy-efficient building in the central area of Leeds.</p> <p>Our location offers convenient access to bus stops and the railway station, making transportation easy for both clients and employees.</p> <p>We are non-manufacturing business (not a part of any supply chain of produced goods) and we do not possess company vehicles to move any goods around.</p>
Scope 2	<p><i>Building - Electricity Consumption Total - 1.70 tCO₂e</i></p> <p><i>Building - Electricity AirCon - Total - 0.90 tCO₂e</i></p> <p>Scope 2 Total - <u>2.6</u> tCO₂e</p>
Scope 3 (Included Sources)	<ol style="list-style-type: none"> 1. Business Travel Total (<i>incl. flights, car, rail, hotels</i>) - 0.69 tCO₂e 2. Employee Commuting Total (<i>incl. car, bus, rail, working from home</i>) – 17 tCO₂e 3. Waste generated in operations (<i>incl. recyclable & landfill</i>) – 27.7 tCO₂e 4. Upstream transportation and distribution - 0 tCO₂e (<i>please see the reasoning included in Scope 1</i>) 5. Downstream transportation and distribution – 0 tCO₂e (<i>please see the reasoning included in Scope 1 section</i>). <p>Scope 3 Total – <u>45.39</u> tCO₂e</p>
Total Emissions	48 tCO₂e

This gives Burendo an average Baseline Emissions of **0.42 tCO₂e** per employee for 2022

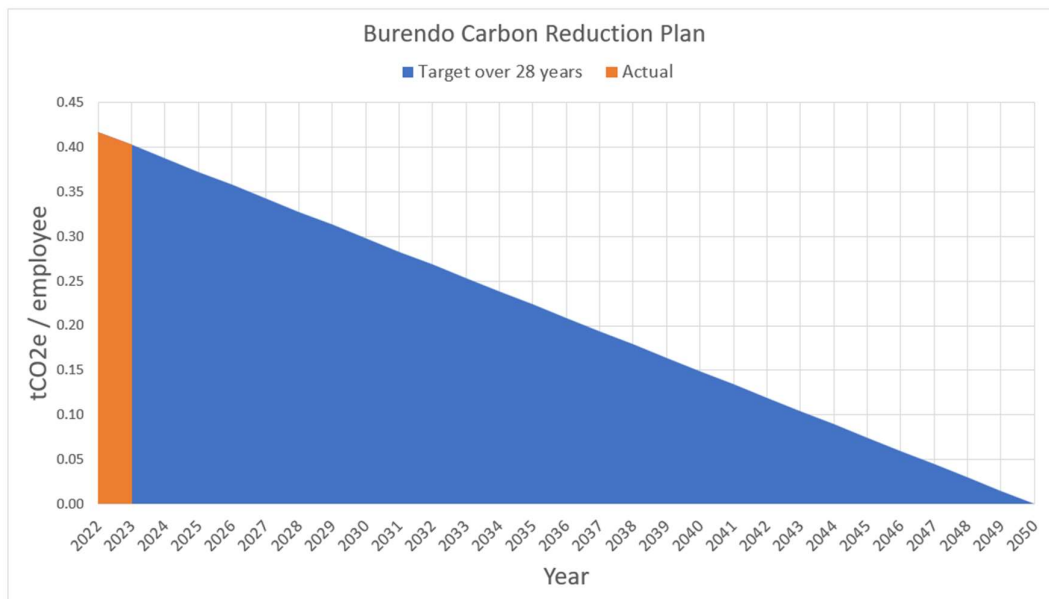
Current Emissions Reporting

Reporting Year: 2023 emissions reporting will be available in Jan 24 *2022 is both our baseline and current reporting year	
EMISSIONS	TOTAL (tCO₂e)
Scope 1	
Scope 2	
Scope 3 (Included Sources)	
Total Emissions	

Emissions reduction targets

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

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



We project that carbon emissions will decrease over the next five years from **0.42 tCO₂e per employee in 2022** to **0.36 tCO₂e by mid 2026**. This is a **reduction of 14%**.

Using our target headcount numbers, we project that carbon emissions will decrease over the next five years to generate an equivalent total reduction of **14.9 tCO₂e**.

Year	Employees	Target tCO ₂ e per employee	Baseline tCO ₂ e (using 2022 levels)	Target tCO ₂ e	Equivalent Reduction in tCO ₂ e
2022	115	0.42	48.0	48.0	0.00
2023	83	0.40	34.66	33.42	1.24
2024	90	0.39	37.58	34.90	2.68
2025	99	0.37	41.34	36.91	4.43
2026	110	0.36	45.93	39.37	6.56
		14%		18%	14.9

Completed Carbon Reduction Initiatives

The following environmental management measures and projects have been completed or implemented since the 2022 baseline. The carbon emission reduction achieved by these schemes equate to **8.6 tCO₂e**, a **18% reduction** against the 2022 baseline total and the measures will be in effect when performing the contract.

- We expanded into a new office with higher energy efficiency.
- Energy consumption within the office has been reduced by implementing PIR lighting technology.
- Our office uses traceable energy that is 100% generated from renewable sources.
- Cycle to work scheme is available for all employees.
- The implementation of a paperless office approach has been introduced.
- Increased asset re-use rather than disposal.
- Increased lifespan of technological assets.
- Scheme to reduce our consumption of single use plastics within the workplace.
- A Quooker water filter tap significantly reduces dependency on single-use plastics.
- New starter welcome packs are now packaged in cardboard, eliminating plastic usage.
- We provide all employees with re-usable bottles and cups to cut down on single use waste.
- Dedicated recycling bins are available for both cardboard and plastics.
- The office space is decorated with living plants, enhancing the environment.
- Sustainable products, such as fabric, were incorporated in the office re-fit project.
- We support sustainability with our choice of recyclable coffee pods from Nespresso™ UK.
- Biodegradable bin bags have replaced traditional plastic bags.
- Recycled printer paper and eco-friendly branded merchandise are utilised.
- For events, bamboo plates and cutlery are preferred, while washable non-plastic options are used in the office.

In the future we hope to offset growth by implementing further measures such as:

- Increased investment in certified Carbon Offsetting programs, aligned with company expansion and operational needs (i.e. plant trees per employees / client).
- Making advancements towards obtaining ISO14001 Certification for environmental management.
- Exploring options for salary sacrifice EV purchasing.

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 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 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) Standard⁹.

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:



Austen Bell
Director

Date: 25th August 2023

¹ <https://ghgprotocol.org/corporate-standard>

² <https://www.gov.uk/government/collections/government-conversion-factors-for-company-reporting> ⁹
<https://ghgprotocol.org/standards/scope-3-standard>