



Carbon Reduction Plan

Measuring Impact and Calculating Value

Supplier Name: Services Design Solution Ltd

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1. Commitment to achieving net zero

We are proud to be a Carbon Net Neutral business.

Since 2019, SDS has been a Net Carbon Neutral business by minimising our carbon emissions, adopting a green travel policy and offsetting any remaining carbon emissions.

In 2021, the business took another step further by including commuting data in our calculations - something which is not currently included as best practice, effectively making us Net Carbon Negative.

Services Design Solution Ltd. is committed to continuing to reduce carbon emissions to maintain Net Carbon Negative status and work towards Net Zero Carbon emissions by 2030.

Our sustainability reporting is constantly monitored, tracked and verified by an independent body. Any remaining emissions are offset and accredited to the Carbon Footprint Standard, an international recognised assessment scheme.

We use the National TOMs Measurement Framework to measure and report and drive continuous improvement on environmental matters, our commitment to decarbonising and safeguarding our world. We are also accredited to ISO14001 the environmental standard. Our wide-ranging initiatives include installing low-energy lighting and recycling paper, printer cartridges, plastic, food packing and food waste. Sustainable procurement is key to the journey to zero-carbon. We are committed to buying goods, works

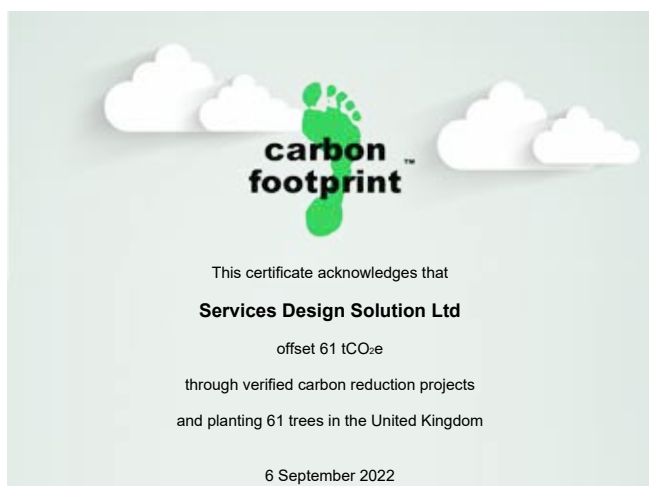


and services in a manner that improves the environmental, societal and economic impact on spend.

There has never been greater need to protect our ecology and reduce the UK's impact on climate change. As building services engineering consultants, we are pleased to set an example on such an important issue by finding ways to reduce our environmental footprint, in addition to supporting our clients in delivering zero carbon developments.

We have presented to both local and central government bodies on Net Zero Carbon strategies and advised on carbon reduction initiatives for numerous local authorities. We have also supported clients with the national Salix funding scheme, enabling clients to improve energy efficiency and reduce carbon emissions across their estates.

We support the government ambition to achieve the UK's 2050 Net zero commitment and deliver greener facilities for the future, as identified in the recently released 'Construction Playbook'. We are signatories to the CIBSE Climate Change Action Plan and UK Building Services Engineers Declaration's Climate & Biodiversity Emergency.



“There are 12 years left to prevent global temperatures rising beyond 1.5°C which would cause very severe impacts”

IPCC Climate Change 2018

2. Baseline emissions footprint

Baseline Year: 2019/20

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.

- ◆ Our carbon emissions are calculated and independently verified
- ◆ SDS has been purchasing renewable electricity since 2020.

Baseline year emissions:

EMISSIONS	TOAL (tCO ₂ e)
Scope 1 - <i>emissions that are direct greenhouse gas emissions, from sources that are controlled or owned by SDS e.g., emissions associated with fuel combustion in boilers, furnaces, vehicles.</i>	6.07
Scope 2 - <i>emissions that are indirect greenhouse gas emissions associated with the purchase of electricity, steam, heat, or cooling. They are accounted for by SDS as they are a result of our energy use.</i>	16.47
Scope 3 - <i>emissions include all sources not within SDS's scope 1 and 2 boundary. Scope 3 emissions represent the majority of SDS's total greenhouse gas emissions, i.e. business travel and employee commuting.</i>	29.72
TOTAL EMISSIONS	52.26



3. Current emissions reporting

Reporting Year: 2021/22

Additional details relating to the reporting year emissions calculations:

- ◆ Our carbon emissions are calculated and independently verified.
- ◆ The impact of Covid-19 on reducing our calculated Scope 1, 2 and 3 (business travel specifically) also need to be considered, as there were less people in the offices, thus the number of business trips decreased
- ◆ SDS purchased 100% of renewable electricity in 2021/22

Baseline year emissions:

EMISSIONS	TOAL (tCO ₂ e)
Scope 1 - emissions that are direct greenhouse gas emissions, from sources that are controlled or owned by SDS e.g., emissions associated with fuel combustion in boilers, furnaces, vehicles.	7.32
Scope 2 - emissions that are indirect greenhouse gas emissions associated with the purchase of electricity, steam, heat, or cooling. They are accounted for by SDS as they are a result of our energy use.	0
Scope 3 - emissions include all sources not within SDS's scope 1 and 2 boundary. Scope 3 emissions represent the majority of SDS's total greenhouse gas emissions, i.e. electricity, business travel.	32.82
TOTAL EMISSIONS	40.14



4. Emissions reduction targets

We have targets based on CIBSE Benchmarking Net Zero Carbon targets. In order to continue our progress to achieving Net Zero, we have adopted the following carbon reduction targets

- ◆ **Reducing our energy usage** in initiatives, including use of zero carbon energy providers to remain below the CIBSE benchmark for carbon consumption
- ◆ **Energy generation** - through installation of PV panels on our office buildings over the next few years
- ◆ **Sustainable Procurement** - We aim to reduce business miles travelled through our sustainable procurement policy. We are committed to buying goods, works and services in a manner that improves the environmental, societal and economic impact on spend
- ◆ **Sustainable business travel policy** - Our sustainable transport policy aims to reduce the impact of travel required for business through the encouragement of use of public transport, sustainable modes of transport and technology to minimise and reduce the need for emission heavy travel

We project that carbon emissions will decrease over the next five years to 0.468 tCO₂e per person by 2027.

This is a reduction of 50% from our 2019 baseline value.



5. Carbon reduction projects

Demand reduction

Energy providers - We are focussed on reducing our energy usage in initiatives including zero carbon energy providers. Our energy consumption is recorded through our non-financial reporting system and is consistently tracked and monitored.

Behavioural Management - Staff behaviour can save energy and carbon. We promote and facilitate a workplace culture that minimises energy and water consumption and encourages greater use of sustainable transport. As well as offering a cycle-to-work scheme, we have recently invested in showering and changing facilities to enable staff to travel in a more sustainable and healthy way.

Energy Generation

Solar Photovoltaic - Working with our landlords, we are currently exploring ways of installing PV panels onto our office spaces. As one of the simplest electricity generation projects to implement, and providing a zero-carbon source of energy, it will allow us to reduce the amount of electricity purchased from the utility network. With offices across the south west, our offices are in prime locations for PV power.

Commercial approaches

Procurement - Sustainable procurement key to the journey to zero-carbon. We are committed to buying goods, works and services in a manner that improves the environmental, societal and economic impact on spend.

As part of our subcontractor and supplier approval process, organisations must evidence or show a commitment to implementing sustainable policies.

To reduce delivery miles, the business will purchase locally and purchase products that meet recognised environmental standards whenever possible.

Travel - Journeys travelling to and from work, travel for business, visitors and deliveries to our offices all impact the environment. Our sustainable transportation policy aims to reduce these impacts and improve transport performance overall. We have an electric car charging point at our Plymouth office and encourage the use of electronic vehicles.



We have purchased an electric bike for staff to use to travel in a carbon free method to local meetings or site visits.

We have also introduced cycling mileage rates for staff travelling for work and encourage the use of public transport for business use.

Technology - We encourage virtual design team meetings to reduce CO2 emissions across the business and reduce the amount of time our engineers spend travelling. This has resulted in more efficient design meetings and collaboration between disciplines.

Supporting Clients

As building services engineering consultants, we are pleased to set an example on such an important issue by finding ways to reduce our environmental footprint, in addition to supporting our clients deliver zero carbon developments.

Efficient Building Design - We support clients in reducing carbon emissions for both new and existing developments. Our sustainability experts can help provide a high-level appraisal of how a low carbon future can be achieved, presenting options and discussing the benefits and limitations based on our experience of working with other organisations.



- ◆ Designs that reduce waste and pollution

Digital technology has unlocked the potential of the circular economy in the built environment. It has enabled us to share information, track material flows, provide real-time usage data and straightforward collaboration.

Sharing our knowledge

We have presented to both local and central government bodies on net zero carbon strategies and advised on carbon reduction initiatives for numerous local authorities. We have also supported clients with the national Salix funding scheme, enabling clients to improve energy efficiency and reduce carbon emissions across their estates.

We are always keen to share our knowledge and best practice with our clients and peers and have delivered zero carbon presentations including “Future Plymouth 2030” webinar series – a partnership between University of Plymouth, Plymouth City Council, ERDF and RIBA.

Supporting the industry

We support the government ambition to achieve the UK’s 2050 net zero commitment and deliver greener facilities for the future, as identified in the recently released ‘Construction Playbook’.

We are signatories to the CIBSE Climate Change Action Plan and UK Building Services Engineers Declaration’s Climate & Biodiversity Emergency.

Our designs adopt a three-tier approach; firstly to reduce the building loads through effective fabric design; then maximising the efficiency of systems installed so that resources are not wasted, and finally consider the production of energy from low or zero carbon technologies.

We have successfully delivered a zero carbon facility at Hayle Marine, Cornwall and the George Parker Bidder building, Exeter Science Park and have modelled designs for schools, residential and commercial space to achieve zero operational carbon.

Circular Economy

The circular economy presents engineers with an opportunity to improve system performance, decrease whole-life cost and reduce the environmental impact of their buildings.

Through our work, we design and deliver practical, sustainable solutions where we promote:

- ◆ The regeneration of natural systems
- ◆ Keeping materials in use

6. 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.



Signed on behalf of the Supplier:

Shaun Hoppins | Managing Director

Date: 9 February 2023





Engineering
Consultants



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