

**Carbon Reduction Plan
Procurement Policy Note 006
Drees & Sommer UK Ltd**

April 2025

Jackson House
Sale
Manchester
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Executive Summary

Drees & Sommer UK Ltd are proud to have been a carbon neutral business since 2013 and have led the way of sustainable enterprise well before the Climate Emergency was declared. Sustainability is at the core of the business and since setting the ambitious target of Net Zero carbon by 2050 the business has undertaken initiatives in order to reduce their carbon emissions, including relocating to greener office spaces and incentivising the uptake of electric vehicles. These initiatives form part of a wider Net Zero Strategy which targets every corner of the business.

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 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.

In line with Drees & Sommer UK's Net Zero Strategy, emissions data has been reported each year since the chosen baseline year of 2017. The extent to which Drees & Sommer UK have reduced their emissions is showcased in the below table:



Richard Murray, Director

Emissions (tCO ₂ e/yr)	2017	2024
Scope 1	12.9	0.0
Scope 2	267.1	12.11
Scope 3	80.5	164.83
Total	360.5	176.94

Carbon Reduction Plan

Supplier name: Drees & Sommer UK Ltd

Publication date: April 2025

Commitment to achieving Net Zero

Drees & Sommer UK is currently a Carbon Neutral company, for its Scope 1 and Scope 2 emissions, that is committed to achieving Net Zero emissions by 2050. The Company’s Scope 1 and 2 emissions are all from energy consumption within serviced offices. The Company actively offsets these emissions each 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 any strategies to reduce emissions. Baseline emissions are the reference point against which emissions reduction can be measured.

Baseline Year: 2017		
Additional Details relating to the Baseline Emissions calculations:		
<p>Drees & Sommer UK has accounted for their Scope 1, 2 and 3 emissions since 2017 and as such this year forms the historic baseline which the company’s carbon reduction targets refer to. The company operates out of 8 locations and Scope 1 and 2 emissions have been accounted for in 2 of these locations. Pressure has been put on Landlords to provide consumption data in the 6 unaccounted for offices. As per the requirements of the PPN, Scope 3 emissions which refer to Scope 3 Category 6 Business Travel has been accounted for. However, Categories 4, 5, 7 and 9 have not been previously reported.</p>		
Baseline year emissions:		
EMISSIONS	TOTAL (tCO ₂ e)	
Scope 1	12.9	
Scope 2	267.1	
Scope 3 (Included Sources)	Category	Emissions (tCO ₂ e)
	4. Upstream transportation and distribution	0 – Drees & Sommer UK did not report this figure in 2017, however as they do not purchase products this value is

		known to be 0.
	5. Waste generated in operations	0 – Drees & Sommer UK did not report this figure in 2017.
	6. Business travel	80.5
	7. Employee commuting	0 – Drees & Sommer UK did not report this figure in 2017.
	9. Downstream transportation and distribution	0 – Drees & Sommer UK did not report this figure in 2017, however as they do not sell products this value is known to be 0.
Total Emissions	360.5	

Current Emissions Reporting

Reporting Year: 2024		
EMISSIONS	TOTAL (tCO ₂ e)	
Scope 1	0.00	
Scope 2	12.11	
Scope 3 (Including Sources)	Category	Emissions (tCO ₂ e)
	4. Upstream transportation and distribution	0 – Drees & Sommer UK do not purchase any products.
	5. Waste generated in operations	1.29
	6. Business travel	163.53
	7. Employee commuting	87.52 Staff Survey suggests 64% drive, 11% take urban public transport, 3% cycle, 21% take the train and 1% use 'other'. Average conversion factor for cars taken by proportion of car type amongst staff. Average conversion factor for public transport taken across a number of different modes (e.g., rail and bus). Calculated under assumption that each journey leg is 10.98 miles as per staff survey 2024, and that employees commute 2 days per work week.
	9. Downstream transportation and distribution	0 – Drees & Sommer UK do not sell any products.
Total Emissions	264.45	

Emissions reduction targets

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

Short Term Targets (2027)

- As of the end of 2027, the Company intends to have Scope 1 emissions of 6.33 tonnes CO₂e per annum
- As of the end of 2027, the Company intends to have Scope 2 emissions of 130.67 tonnes CO₂e per annum
- As of the end of 2027, the company intends to have Total Scope 1 and 2 emissions of 136.99 tonnes CO₂e per annum

Medium Term Targets (2028 - 2033)

- As of the end of 2033, the Company intends to have Scope 1 emissions of 5.41 tonnes CO₂e
- As of the end of 2033, the Company intends to have Scope 2 emissions of 107.67 tonnes CO₂e
- As of the end of 2033, the Company intends to have Total Scope 1 and 2 emissions of 113.08 tonnes of CO₂e

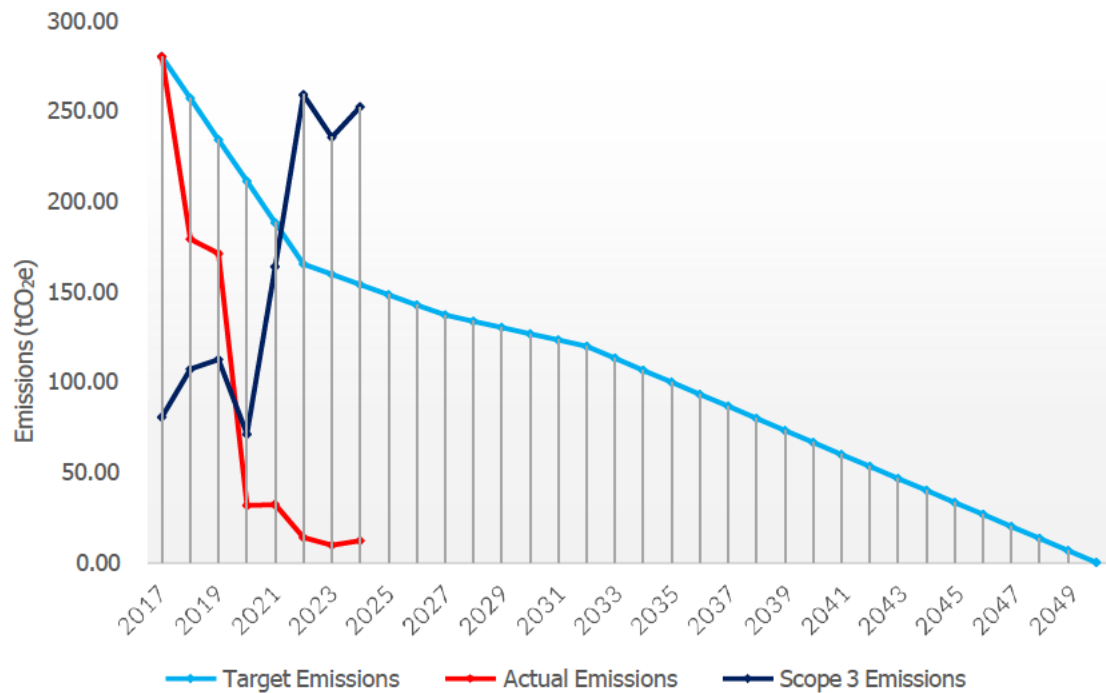
Long Term Targets (2034 - 2050)

- As of the end of 2050, the Company intends to maintain Scope 1 emissions of 0.00 tonnes CO₂e
- As of the end of 2050, the Company intends to have Scope 2 emissions of 0.00 tonnes CO₂e
- As of the end of 2050, the Company intends to have Scope 1 and 2 emissions of 0.00 tonnes of CO₂e

We project that total carbon emissions will decrease over the next three years to 238.01 tCO₂e per annum by 2027. This is a reduction of 10%. This will be achieved through the carbon reduction initiatives listed below, such as the increased promotion of public transport and the incentivisation of car sharing and electric vehicles.

Progress against these targets can be seen in the graph overleaf. Actual emissions represents Scope 1 and Scope 2 emissions.

Carbon Reduction: Projected vs Actual



Carbon Reduction Projects

Completed Carbon Reduction Initiatives

The following environmental management measures and projects have been completed or implemented since the 2017 baseline. The carbon emission reduction (for Scope 1 and Scope 2 emissions) achieved by these schemes equate to 267.92 tCO₂e, a 96% reduction against the 2017 baseline and the measures will be in effect when performing the contract.

Short Term Initiatives

Short Term Measures				
Measure	Ownership	Time Frame	Cost and Reduction Potential	Progress
Office Relocation: Relocate satellite offices to smaller spaces implementing hot desking and encouraging working from home. Consider 'A rated' offices based on their Energy Performance Certificates	Board	Ongoing	Medium / High Cost dependent on number of locations Medium carbon saving	Nearly all satellite offices have been relocated locations of improved energy efficiency ratings. The London office is due to be relocated in 2025 with consideration for an improved Energy Performance Certificate.

			potential (Scope 1,2 and 3)	
<p>Sustainability Groups & Behaviour Change: Increase staff engagement exercises to provide opportunities for discussion and suggestion on how to reduce carbon emissions. Review past successes and failures to improve overall effectiveness</p>	Board	Ongoing	Low cost Medium carbon saving potential (Scope 1,2 and 3)	There has been prior engagement with employees on methods to reduce their carbon footprint. Further work is required on this initiative such as increasing the frequency of engagement sessions, communication strategies, and recognition and reward mechanisms
<p>Waste and Recycling Monitoring: Engage directly with waste and recycling contractors to reduce overall landfill waste and improve office recycling. Facilities are in place in most offices, but Landlords tend to have no recycling agreement in place. Discuss with Landlords or go independently.</p>	Board	12 months	Low cost Low / Medium carbon saving (Scope 3)	The Sale Office receives a quarterly report which includes waste and recycling figures. Albeit this is a service charge by floor area and is not completely accurate. Further work is required on this target such as an assessment of the current waste management practices, landlord engagement, independent initiatives, and continuous monitoring and evaluation
<p>Green IT: IT usage continues to increase as the number of staff increases. Specific areas of improvement can be undertaken in the short-term to reduce this demand. These include; automatic shutdown of PCs outside of operating hours, improved internal cooling capacity for servers, replacement of laptops on a programmed basis, and</p>	Board and IT Department	12 months	Medium Cost Low / Medium energy reduction (Scope 2)	

usage of analytical tools to monitor equipment, such as printers				
Monitor Energy Usage: Office equipment is often left on overnight when not in use. Review monthly invoices and ensure regular effort to switch off all equipment at the end of the day	Board	12 months	Low cost Low / Medium carbon saving potential (Scope 2)	Due to office moves, the majority of offices' energy usage is no longer monitored. Discussions with Landlords' should be undertaken to consider sub-metering.
Reduce vehicle travel: Invest in remote working and meetings to avoid unnecessary travel by car. If travel is necessary, then consider using public transport such as trains or buses	All	Ongoing	Low cost Medium / High carbon saving potential (Scope 3)	The implementation of the hybrid working policy has reduced vehicle travel. Further work could be undertaken such as encouragement of public transport opportunities, with increased monitoring and reporting to track their impact.
Cycle to Work Scheme: Promote the use of cycling to the office, where possible. Consider incentives on top of the cycle to work scheme	Board / HR	Ongoing	Low cost Low / medium carbon saving potential (Scope 3)	Drees & Sommer UK participates in the Cycle to Work Scheme. There is a need to improve communication and awareness campaigns, along with considering additional incentives.
Car-Share Policy: Consider implementing a car-share policy to encourage staff to reduce the number of cars making the same journey to and from the office, as well as car share to meetings	All	Ongoing	Low cost Medium carbon saving potential (Scope 3)	An extra 5p per mile is granted on expenses for car sharing.
Carbon offsetting:	Board	Ongoing	Medium	Carbon offsetting is

Any residual carbon emissions that cannot be removed should be offset with initiatives such as tree planting, water purification, and worldwide renewable projects		to 2050	cost Medium carbon saving potential (Scope 1 and 2)	conducted each year
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Medium Term Initiatives

Medium Term Measures				
Measure	Ownership	Time Frame	Cost and Reduction Potential	Progress
<p>Incentivise staff for Electric Vehicles (EV): Provide additional benefits and incentives to all staff who trade in a petrol / diesel car for a new EV. This could include an electric vehicle tariff</p>	Board / Finance	Ongoing to 2030	<p>Medium / High Cost</p> <p>Medium / High carbon saving potential</p> <p>(Scope 3)</p>	An extra 5p per mile can be claimed back on expenses for those who drive fully electric vehicles for business use. Additional initiatives should be considered such as education and awareness campaigns to promote the benefits of EVs and infrastructure improvements at office locations. Drees & Sommer will be introducing an Electric Vehicle Scheme in 2025 to encourage use.
<p>Flexible / Home Working Policy: Consider implementing a home working policy that will reduce the need to come into the office or travel for work. Could be combined with the Office Travel Plans</p>	Board	Ongoing to 2025	<p>Medium cost</p> <p>Medium carbon saving potential</p> <p>(Scope 1,2 and 3)</p>	All employees are eligible for hybrid working.

<p>Supply chain emissions analysis: Drees & Sommer UK should focus on the emissions produced in their own supply chain and assess their suppliers in how they are promoting decarbonisation</p>	<p>Board</p>	<p>Ongoing to 2030</p>	<p>Low / medium cost Low / medium carbon saving potential (Scope 3)</p>	<p>A questionnaire has previously been sent to suppliers, inquiring whether they have a zero-carbon policy. Further work is needed to advance this initiative, including the development of a supplier assessment framework.</p>
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Long-Term Initiatives

Long Term Measures				
Measure	Ownership	Time Frame	Cost and Reduction Potential	Progress
<p>Carbon offsetting: Any residual carbon emissions that cannot be removed should be offset with initiatives such as tree planting, water purification, and worldwide renewable projects</p>	<p>Board</p>	<p>Ongoing to 2050</p>	<p>Medium cost Medium carbon saving potential (Scope 3)</p>	<p>Carbon offsetting is conducted every July as per above comment.</p>

Future Carbon Reduction Initiatives

In the future we hope to implement further measures such as:

Short Term Initiatives

Short Term Measures				
Measure	Ownership	Time Frame	Cost and Reduction Potential	Progress
<p>Monitoring Train / Air Mileage: The company use rail and air transport significantly and an approach must be made to readily assess the annual</p>	<p>Board</p>	<p>Ongoing</p>	<p>Low cost Low carbon saving potential</p>	<p>This is an area which requires more attention as it likely contributes a significant proportion to Drees & Sommer UK’s Scope 3 emissions but is</p>

mileage of each transport measure			(Scope 3)	currently not counted. Consideration should be applied the collection and storage of this data.
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Medium Term Initiatives

Medium Term Measures				
Measure	Ownership	Time Frame	Cost and Reduction Potential	Progress
<p>Landlord Engagement: In offices where energy spend is based on service charges, engaging with the Landlord should be considered in building fabric improvements, LED lighting upgrades, renewable technologies, and green energy tariffs.</p>	Board	Ongoing to 2027	<p>Medium / High Cost</p> <p>Medium / High carbon and energy saving potential.</p> <p>(Scope 1,2 and 3)</p>	<p>This is an area for improvement. Development proposals could be considered to demonstrate outlining the scope, benefits, and potential cost savings associated with various sustainable improvement projects, to highlight the business case for investing in energy-efficient technologies and renewable energy solutions.</p>
<p>Travel Plan for Offices: In line with local requirements, engage in developing a travel plan for offices that may include modes of transport, no car days, and office Green Champions.</p>	Board / HR	2022 – 2025	<p>Medium Cost</p> <p>Low / Medium carbon saving potential</p> <p>(Scope 3)</p>	<p>Further work is required on this target, through initiatives such as engagement sessions, communication strategies, and recognition and reward</p>

				mechanisms.
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Long-Term Initiatives

Long Term Measures				
Measure	Ownership	Time Frame	Cost and Reduction Potential	Progress
<p>Home Working Incentives: Allowing more staff to work from home reduces Scope 1 and 2 emissions but does increase Scope 3 emissions. Consider looking into incentives that could be used to support carbon reduction measures at staff's homes</p>	Board / HR	Ongoing to 2050	Medium / High cost Medium / High carbon saving potential (Scope 1,2 and 3)	There has been prior engagement with employees on methods to reduce their carbon footprint, but not specifically for at home measures. Staff engagement could be increased to promote wrapping up instead of turning on heating etc.?
<p>Green offices: Move to new offices that are independent of all fossil fuels and can include for onsite renewable energy generation</p>	Board	Ongoing to 2040	High cost High carbon saving potential (Scope 1 and 2)	Relocating offices requires a lot of work and planning and is unlikely to be achieved quickly. A long-term strategy should be considered on how to achieve this.

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 reporting](#)²

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) Standard³.

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:



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Name: **Kenneth Wood**

Title: **Managing Director**

Date: **15 July 2025**

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

² <https://www.gov.uk/government/publications/greenhouse-gas-reporting-conversion-factors-2023>

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