

Carbon Reduction Plan

Supplier name: Quattro Design Architects Ltd

Publication date: 16 October 2023

Commitment to achieving Net Zero

Quattro Design Architects Ltd has publicly committed to achieving Net Zero emissions by 2030.

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: 2019	
Additional Details relating to the Baseline Emissions calculations.	
Quattro Design Architects has recorded its emissions for employee mileage, plus monitored paper usage and recycling, since 2014 when it achieved ISO14001 certification. Since 2019 this has been extended to include the three scopes of GHG emissions. Carbon emissions have been calculated from the UK Government GHG Conversion Factors for Company Reporting for the respective year. Quattro has set a target to reach net zero by 2030.	
Baseline Year Emissions: 2019	
EMISSIONS	TOTAL (tCO ₂ e)
Scope 1	3.38
Fuel for Office	0.0 (Building heated by electricity only – reported in Scope 2 emissions below)
Company Cars - Fuel Combustion:	3.38
Scope 2	20.41
Purchased Electricity for Building (100% renewable):	18.87

Purchased Electricity for EVs:	1.54
Scope 3	120.51
Employee Commuting:	67.67
Water Supply:	0.10
Water Treatment:	0.20
Upstream Transportation and Distribution:	22.13
Waste Generated in Operations:	24.34
Business Travel:	6.07
Downstream Transportation and Distribution	0.0 (Not relevant. Quattro does not sell or transport products.)
Remote working (electricity, electricity T&D, heating)	0.0 (Fully office working in 2019))
Website	0.0 (Not measured in 2019)
Total Emissions	144.30

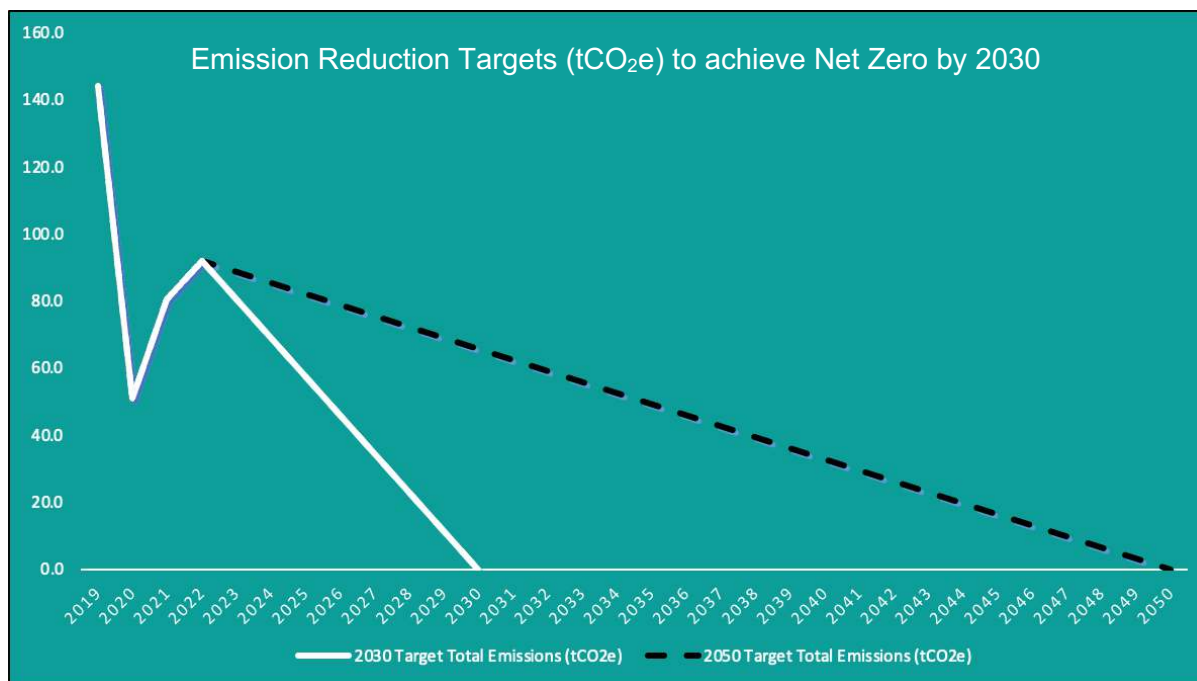
Current Emissions Reporting

Reporting Year: 2022	
Additional Details relating to the Reporting Year Emissions calculations.	
Following our initial Carbon Reduction Reporting, Quattro Design Architects has decided to add to its reporting calculations. Since the Covid-19 pandemic our staff operate on a hybrid mix of office working and remote working. We have decided to calculate the emissions of our staff when working from home and add this to our total emissions. We have also added the emissions generated by our website. Carbon emissions have been calculated from the UK Government GHG Conversion Factors for Company Reporting for the respective year. Quattro has set a target to reach net zero by 2030.	
Reporting Year Emissions: 2022	
EMISSIONS	TOTAL (t CO ₂ e)
Scope 1	2.04
Fuel for Office	0.0 (Building heated by electricity only (green tariff) – reported in Scope 2 emissions below)
Company Cars - Fuel Combustion:	2.04
Scope 2	11.83
Purchased Electricity for Building (100% renewable):	11.08
Purchased Electricity for EVs:	0.75
Scope 3	78.24
Employee Commuting:	39.06
Water Supply:	0.06

Water Treatment:	0.11
Upstream Transportation and Distribution:	2.81
Waste Generated in Operations:	26.77
Business Travel:	4.01
Downstream Transportation and Distribution	0.0 (Not relevant. Quattro does not sell or transport products.)
Remote working (electricity, electricity T&D, heating)	5.39
Website	0.03
Total Emissions	92.11

Emissions Reduction Targets

We are committed to becoming net zero by 2030 or sooner.



*The impact of Covid-19 demonstrated in the 2020 dip in emissions.

During 2022 we saw a reduction in the number of staff working from home as we returned to more normal office working model. Even with the increase in numbers of staff in the office our Scope 1 and 2 emissions have stayed relatively constant. However, this has generated greater Scope 3 emissions primarily due to an increase in employee commuting. We have still however reduced our carbon emissions considerably since our baseline year in 2019.

Carbon Reduction Projects

Completed Carbon Reduction Initiatives

The following environmental management measures and projects have been completed or implemented since the 2019 baseline.

- Our environmental management system is UKAS certified to ISO14001 and is audited annually. It focuses on objectives and actions in areas that will have the most significant environmental impact both in the short and long term.
- Flexible/hybrid working policy.
- Office facility heated by electricity.
- In our programme to transition to all electric company cars, we have exchanged a further vehicle from petrol to electric.
- Renewable energy sources for all our electricity requirements.
- Print management system to reduce paper and ink usage.
- Zero to Landfill and recycling for our waste streams.
- Cycle to Work scheme for all staff.
- Offset 110% of our remaining 2021 emissions.

The carbon emission reductions achieved by these schemes is evident with a significant reduction in our CO2 emissions since 2019. Clearly the Covid-19 pandemic has had an impact but whilst we have moved back to greater office working, we are still looking at how to best balance our hybrid working model to meet both our business requirements and to manage our Scope 3 emissions.

In the future we are implementing further measures such as:

- Building awareness amongst our workforce of the impact of their decisions on our journey to net zero.
- Continuing the transition to electric vehicles for our company fleet.
- Reducing our waste.
- Further quantification and understanding of value chain environmental impacts.
- Engaging our supply chain to minimise our Scope 3 carbon emissions.
- Continuing to invest in a certified carbon offset scheme for emissions we cannot eliminate.

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) Standard³.

This Carbon Reduction Plan has been reviewed and signed off by the board of directors.

Signed on behalf of the Supplier:



Robert Walder, Director

Date: 16 October 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>