



Carbon Reduction Plan

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1 Executive Summary

P2G Contract Support LLP (P2G) is a small but rapidly growing consulting firm providing services, rather than products. As a working from home business, P2G reduces its emissions by not requiring a regular commute to an office. Consequently, the majority of our emissions emanate from business travel and working from home.

Our largest source of carbon emissions is from air travel accounting for over 82% of our business travel reporting and over half of P2G's emissions overall. The air travel consumption is associated with our international clients. P2G continues to seek to address a portion of the international travel emissions by hiring support locally, thereby reducing the number of flights needed to effectively support our client.

P2G is committed to driving down our carbon emissions, providing maximum impact for our clients with minimal impact on the environment. Therefore, we remain in the process of actively exploring our options to continue to encourage and offer opportunities to our staff to reduce their consumption both during and outside of work.

As anticipated in our 2023–2024 Carbon Reduction Plan, our expanding business has led to an increase in staff numbers, rising from 29 to 33 over the past year. Our team members are based throughout the United Kingdom, requiring increased travel to our clients' sites. This geographic distribution, and additional requirements from clients for site attendance and rising staff levels, has contributed to a corresponding rise in carbon emissions.

We continue to anticipate a further increase in our consumption with continued growing numbers of staff and the continuation of our relationship with our international clients. A rebasing of the Carbon Reduction Plan may be necessary in the future to reflect developments in our organisation.

2 Commitment to Achieving Net Zero

P2G Contract Support LLP is committed to achieving Net Zero emissions by 2050 at the latest.

3 Baseline Year Carbon Emissions - April 2023 to March 2024

3.1 Baseline Year Commentary

The previous reporting year of April 2023 to March 2024 was the Baseline Year.

P2G did not report Scope 1 and Scope 2 emissions since we are a home working business and therefore there were no emissions to report. Scope 1 refers to the direct emissions from company owned or controlled sources - P2G did not own direct sources of emissions, and Scope 2 covers the purchase and use of electricity, steam, heating and cooling¹ - P2G did not directly purchase electricity, steam, heating and cooling.

3.2 Scope 1

P2G reported no carbon emissions under Scope 1. Our employees were all homebased and therefore had no company facilities, and we did not have any company vehicles.

¹ 'What are Scope 3 emissions and why do they matter?' <https://www.carbontrust.com/our-work-and-impact/guides-reports-and-tools/what-are-scope-3-emissions-and-why-do-they-matter> accessed 19/05/2025 22:59



Total carbon emissions for Scope 1: **0 tCO₂e**

3.3 Scope 2

P2G reported no carbon emissions under Scope 2. Our employees were all homebased and therefore any purchased energy and heating and cooling was calculated under the working from home element of 'Employee Commuting' in Scope 3. We also did not purchase steam.

Total carbon emissions for Scope 2: **0 tCO₂e**

3.4 Scope 3

Business Travel - Our Business Travel emissions, which were inclusive of hotel stays, accounted for a significant proportion of our emissions, with air travel accounting for over 77% of our emissions in this category.

Total carbon emissions for Business Travel: **31.16 tCO₂e**

Employee Commuting - P2G is an entirely working from home business, therefore the total carbon emissions for Employee Commuting was assessed on the working from home basis, as per PPN 006 and the GHG Conversion Factors.

Total carbon emissions for Employee Commuting: **17.54 tCO₂e**

Waste - Waste was not measured as, being a working from home business, any waste produced in the course of business was negligible.

Total carbon emissions for Waste: **0 tCO₂e**

Upstream Transportation and Distribution - Transportation and distribution was not measured as we did not produce products and/or services that required transportation and/or distribution.

Total carbon emissions for Upstream Transportation and Distribution: **0 tCO₂e**

Downstream Transportation and Distribution - Transportation and distribution was not measured as we did not produce products and/or services that required transportation and/or distribution.

Total carbon emissions for Downstream Transportation and Distribution: **0 tCO₂e**

Total carbon emissions for Scope 3: **48.70 tCO₂e**

3.5 Total Emissions

Total carbon emissions for the Baseline Year: **48.70 tCO₂e**



4 Current Year Carbon Emissions - April 2024 to March 2025

4.1 Current Year Commentary

The Current Year is P2G's second year of reporting its emissions via the submission of the Carbon Reduction Plan 2024-2025.

P2G does not report Scope 1 and Scope 2 emissions as we are a home working business and therefore there are no emissions to report. Scope 1 refers to the direct emissions from company owned or controlled sources, P2G does not own direct sources of emissions, and Scope 2 covers the purchase and use of electricity, steam, heating and cooling² P2G does not directly purchase electricity, steam, heating and cooling.

4.2 Scope 1

P2G is reporting no carbon emissions under Scope 1. Our employees are all homebased and therefore have no company facilities, and we do not have any company vehicles.

Total carbon emissions for Scope 1: **0 tCO₂e**

4.3 Scope 2

P2G is reporting no carbon emissions under Scope 2. Our employees are all homebased and therefore any purchased energy and heating and cooling is calculated under the working from home element of 'Employee Commuting' in Scope 3. We also do not purchase steam.

Total carbon emissions for Scope 2: **0 tCO₂e**

4.4 Scope 3

Business Travel - Our Business Travel emissions, which is inclusive of hotel stays, account for a significant proportion of our emissions, with air travel accounting for over 82% of our emissions in this category.

Total carbon emissions for Business Travel: **67.75 tCO₂e**

Employee Commuting - P2G is an entirely working from home business, therefore the total carbon emissions for Employee Commuting is assessed on the working from home basis, as per PPN 006 and the GHG Conversion Factors.

Total carbon emissions for Employee Commuting: **21.16 tCO₂e**

Waste - Waste is not measured as, being a working from home business, any waste produced in the course of business is negligible.

Total carbon emissions for Waste: **0 tCO₂e**

² 'What are Scope 3 emissions and why do they matter?' <https://www.carbontrust.com/our-work-and-impact/guides-reports-and-tools/what-are-scope-3-emissions-and-why-do-they-matter> accessed 19/05/2025 23:01



Upstream Transportation and Distribution - Transportation and distribution is not measured as we do not produce products and/or services that require transportation and/or distribution.

Total carbon emissions for Upstream Transportation and Distribution: **0 tCO₂e**

Downstream Transportation and Distribution - Transportation and distribution is not measured as we do not produce products and/or services that require transportation and/or distribution.

Total carbon emissions for Downstream Transportation and Distribution: **0 tCO₂e**

Total carbon emissions for Scope 3: **88.91 tCO₂e**

4.5 Total Emissions

Total carbon emissions for the Current Year: **88.91 tCO₂e**

5 Emission Reduction Targets

As this is the second reporting year, P2G now has one year of data to assess against its new emission reduction targets. Since the business is projected to continue growing similarly to last year, P2G has opted to continue to review the emissions on a per staff member basis. This is an effective method for tracking our emissions without the need to rebaseline.

From examination of this data, P2G acknowledges that its emissions per staff member have increased from 1.68 tCO₂e to 2.69 tCO₂e over the past year as a result of further travel to and from its international clients, and as a result of an increase in business travel stemming from increased requirements from clients for site attendance.

In recognition of this, P2G continues to promote the use of online meetings with our UK based and international clients and seeks to assign staff to clients in a manner that reduces travel distance when site attendance is required.

The current approach remains a linear reduction to reach 0 tCO₂e emissions in 2050, but we hope to achieve this earlier. The emissions target for April 2025 - March 2026 is now set at 1.56 tCO₂e per staff member.

P2G is committed to reviewing and undertaking Carbon Reduction Projects to reduce our per person emissions.



6 Carbon Reduction Projects

P2G Contract Support LLP is committed to exploring our options for providing access to schemes, improved systems and encouraging carbon reduction behaviours. The projects that are currently under review are:

Cycle to Work Scheme - To encourage our staff to cycle to train stations and meetings, we are investigating our ability to provide the Cycle to Work scheme to our staff. Whilst we initially aimed to have completed investigation of this scheme by the end of the April 2024 - March 2025 reporting period, due to focus shifting to the implementation of other internal processes across the business over the past year, P2G continues to explore the implementation of this scheme with developments having been made in the possibility of its inclusion in a staff benefits package with a shift in its investigation completion date to the end of the April 2025 - March 2026 reporting period.

EV Salary Sacrifice Scheme - To improve our emissions through car travel and to generally promote a reduction in emissions, we are exploring the viability of offering the EV Salary Sacrifice scheme. Whilst we initially aimed to have reviewed this by the end of the April 2024 - March 2025 reporting period, due to focus shifting to the implementation of other internal processes across the business over the past year, P2G continues to explore the implementation of this scheme with developments having been made in the possibility of its inclusion in a staff benefits package with a shift in its investigation completion date to the end of the April 2025 - March 2026 reporting period.

Miles for Change Challenge - Over the past year, P2G has implemented multiple sustainable mileage challenges to encourage staff to run, walk, and cycle more over a 1 month period for charity. Charity donations are made once staff collectively reach a pre-agreed mileage goal. This motivates staff to leave their vehicles at home in favour of carbon zero modes of transport and helps to further reduce emissions over the year. P2G will continue to implement more of these challenges over the coming reporting period.

16 - 25, 26 - 30, Senior and Disabled Persons Railcard Offering - P2G continues to offer to pay for a Railcard that can be used for both business travel and personal travel for our staff ages 16 - 30, that are disabled or the age of 60 or above. This not only reduces the expenses costs to the business long term, but it encourages our staff to use trains in their personal life, decreasing overall emissions. Over the past year, P2G has updated its policies to formalise this process to make staff more aware of this benefit. Due to this, P2G has seen an increase in the number of Railcards purchased and utilised, with Railcard usage rising from 0% to 15% across the business this year.

Improved Approach to Expenses Reporting - As was the case with the Baseline Year, whilst the Current Year has been completed using the available expenses data, it has still remained necessary to make some assumptions where data hasn't been clear or available. Whilst we explore software solutions to improve accurate reporting and combat this issue, we have requested that staff manually improve how they report on their expenses. A measurable improvement has been seen in the detail provided in expenses data over the last year as a result of this. We aim to have a solution in place for the March 2025 - April 2026 reporting period. This is a shift from our original projected completion date of November 2024 - October 2025 due to focus shifting to the implementation of other internal processes across the business over the past year

Staff Location - P2G has also sought to address a portion of the international travel emissions by engaging support locally, thereby reducing the number of flights needed to effectively support our clients.



7 Declaration and Sign Off

This Carbon Reduction Plan has been completed in accordance with PPN 006 and associated guidance and reporting standards 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 standard³ and uses the appropriate Government emission conversion factors for greenhouse gas company reporting.⁴

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.⁵

This Carbon Reduction Plan has been reviewed and signed off by the Management Board of the Partnership.

Signed on behalf of the P2G Contract Support LLP:



Jack Banks - Partner

Date: 29 May 2025

P2G Contract Support LLP

Post Box House, Coldharbour, Dorking, Surrey RH5 6HD

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p-2-g.co.uk

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³ <https://ghgprotocol.org/corporate-standard>

⁴ <https://www.gov.uk/government/collections/government-conversion-factors-for-company-reporting>

⁵ <https://ghgprotocol.org/standards/scope-3-standard>

