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2.0		
2.1		
2.2		



**Signed: Darren Gillard (Managing Director)**  
**Date 31/01/2024**

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## 1. Introduction

Deecon Consulting is a pro-environment company and is aware of our carbon emissions, particularly how they impact the environment. As an organisation working in the public and private sector, Deecon recognises the critical role it plays in creating solutions to environmental challenges. We are keen to contribute to the UK's Net Zero Plan through the improvement of our environmental practices across our business activities. Deecon is committed to reducing our carbon emissions and raising further awareness of the importance of taking action on the UK's path to decarbonisation and renewable energy.

**Deecon Consulting is committed to achieve Net Zero emissions by 2050.** We have ongoing initiatives to reflect our objective to act ethically and with integrity, with respect to the environment. Deecon's internal processes are able to:

- Capture and assess current carbon emissions across the organisation
- Improve company-wide behaviours that safeguard the environment by increasing awareness
- Develop an in-depth understanding of the effectiveness of current initiatives
- Monitor emissions based on future actions implemented by the company

## 2. Organisational Structure

Deecon is a provider of Professional Services operating across five main service lines: Research & Strategy, Supply Chain & Procurement, Transformation, Project Management, Commercial Management, Dispute Resolution. We work with public and private organisations within a variety of sectors including Telecommunications, Energy & Utilities, Construction, Transport, Government & Public Sector – noting that some of these sectors are traditionally high contributors to emissions.

Since January 2023, Deecon has undertaken the recruitment of additional personnel to ensure its alignment with Deecon's organisational goals, and to effectively manage their mandates to clients. The rapid growth of the organisation has both direct and indirect impacts on its carbon emissions, influencing the requirements of office space and facilities, consumption of heating and cooling, lighting, employee commuting, etc. This is a key consideration when analysing Deecon's baseline emissions (reference **3.1**) and its reduction targets (reference **3.3**).

## 3. Deecon Carbon Emissions

In line with the Streamlined Energy and Carbon Reporting (SECR), emissions are calculated using three main scopes which vary based on emissions source and responsible party:

**Scope 1** refers to emissions resulting from an organisation's operations. This includes emissions arising from the combustion of fuel from owned or controlled manufacturing plant and processes.

**Scope 2** refers to emissions generated by an organisation's consumption of purchased steam, cooling, heat and electricity. These emissions occur from sources that are neither controlled nor owned by the company.

**Scope 3** refer to emissions from sources that are not owned or controlled by the company. These can be

emissions business travels by travel means that are external to the organisation, purchased equipment, etc. In this category, there are 15 sources of emissions, with 5 required subsets:

- Upstream transportation and distribution
- Downstream transportation and distribution
- Waste generated in operations
- Business travel
- Employee commuting

As a professional services company that do not own or control any manufacturing plant or vehicles, only Scope 2 and Scope 3 emissions are applicable to Deecon Consulting. Operating mainly from its offices, Deecon is responsible for Scope 2 emissions as it purchases electricity and gas for heating and cooling. It is also responsible for Scope 3 emissions, as its employees engage in business travel and commute to the office.

**3.1 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.

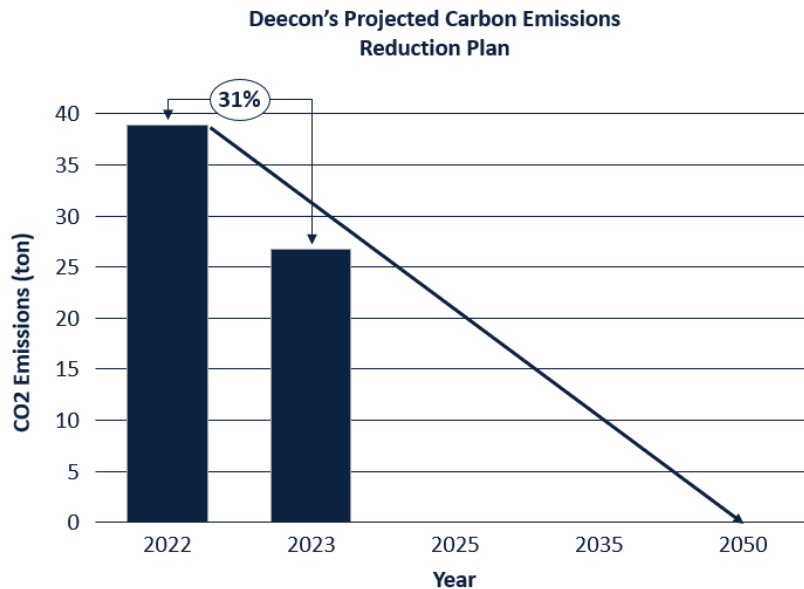
<b>Baseline Year: 2022</b>	
<b>Additional Details relating to the Baseline Emissions calculations.</b>	
Below represents the Baseline Emissions calculation and is the first for Deecon Consulting as part of our requirement to Crown Commercial Service and our commitment to achieve Net Zero by 2050.	
<b>Baseline year emissions: 2022</b>	
<b>EMISSIONS</b>	<b>TOTAL (tCO<sub>2</sub>e)</b>
Scope 1	0
Scope 2	3.4
Scope 3 (Included Sources)	35.5
<b>Total Emissions</b>	<b>38.9</b>

**3.2 Current Emissions Reporting**

<b>Reporting Year: 2023</b>	
<b>EMISSIONS</b>	<b>TOTAL (tCO<sub>2</sub>e)</b>
Scope 1	0
Scope 2	1.9
Scope 3 (Included Sources)	24.8
<b>Total Emissions</b>	<b>26.7</b>

### 3.3 Emissions Reduction Targets

In order to continue our progress to achieving Net Zero by 2050, we have realised a reduction of 31% over the last two years reported. This significant drop can predominantly be accounted for the change in modes of commute to client offices and our shift from gas to electricity-powered heating. The progress against targets is captured in the graph below:



### 3.4 Carbon Reduction Projects

In light of the obligation to report and reduce carbon emissions as a Crown Service Supplier, we present current initiatives and future commitments within our organisation.

#### 3.4.1 Current Measures and Initiatives

At Deecon, we understand our environmental impact and we have re-evaluated our daily practices to minimise our carbon footprint and ensure our sustainability as an organisation. It is important to our staff and our clients that we have low environmental impact. We have implemented several measures to reach this goal. We work to use resources as efficiently as possible to maximise value and reduce waste.

- ESG Assessment Tool

As part of our ESG policy, we utilise an Assessment Tool to evaluate potential impact and suitability of all our initiatives, including those intended to reduce our carbon footprint. Focusing on predetermined measurables, it allows us to assess potential carbon-reduction initiatives based on tracked activity data over time, emission reduction targets, and identified risk and opportunities in the GHG regulatory and market landscape. Additionally, all initiatives are evaluated with respect to their compliance to Scopes 1, 2 and 3, as well as their feasibility, resource usage and cost implications. To date, we have successfully implemented one initiative.

- Commuting

We decrease our carbon emissions by limiting the number of client site visits using cars, encouraging the use of public transport. We further mitigate our carbon emissions by limiting the flights we take within the UK, preferring to use the railway system for longer journeys. We also use calls, online meetings, and emails to optimise our interactions. Our hybrid working style also allows our employees to abate their individual emissions by reducing their commute.

- Office Environment

At Deecon, we consider the impact of our digital footprint to reduce energy consumption and subsequently, carbon emissions. Therefore, we have put a strong focus on targeted communications and promote the use of shared servers (e.g. using Deecon's SharePoint or client's cloud solutions) in comparison to sending large attachments through email which can be an energy drain.

Our practice of hot desking and hybrid working has also allowed Deecon to tailor its use of heating and air conditioning to the number of employees that are in our offices at any one time. In terms of office equipment, Deecon invested in 16 new energy efficient monitors in our efforts to reduce electricity consumption.

- The Odd Coffee Company (Wonky Coffee)

As part of our efforts to reduce our Scope 3 emissions, Deecon sources its coffee from The Odd Coffee Company (Wonky Coffee). The organisation sources surplus coffee from specialist coffee companies and sells it for a reduced price, thereupon contributing to the reduction of waste in the industry and subsequently, our carbon emissions. In 2023, Deecon offset 61.32kg of CO<sub>2</sub>e solely from the importing and production of coffee beans.

- Education

Deecon has taken more formal steps to hold ourselves accountable through the MCF3 framework of the CCS and are working towards MCF4 frameworks, both of which have several requirements and programmes to that effect. We are raising awareness within the organisation surrounding carbon reduction initiatives. This is the second year Deecon has submitted a Carbon Reduction Plan against PPN 06/21 requirements, allowing us to set internal benchmarks and goals as an organisation to strive towards.

- Raising Awareness

Further efforts include educating our staff and clients on key environmental issues, through monthly internal newsletters, in which ESG concerns are highlighted and in quarterly external newsletters. Deecon produces its blogs in-house, covering extensive topics to provide further insights into the subject and encourage our partners and clients to engage in cleaner practices.

### 3.4.2 Future commitments

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

- Commuting

Deecon continues to encourage team members to car-pool to client site where possible, with the aim to reduce the number of unnecessary individual rides. This includes picking team members up from the train station, reducing the need for additional taxi journeys. To decrease the need for employees to purchase cars for travel, employees can expense the rental of hybrid cars over combustion-engine cars, reducing carbon emissions. When travelling, employees are highly encouraged to book sustainable hotels where possible. In addition to this, Deecon are setting up a Bike2Work Scheme for employees, advocating for more employees to cycle to work.

- Office Equipment

Additional measures are being considered to reduce the carbon footprint of our office equipment and materials. For instance, Deecon employees are provided coffee mugs and glasses daily, and reusable water bottles upon starting at the organisation. Additionally, Deecon strives to order office supplies in bulk, to minimise the frequency of deliveries and subsequently delivery-linked emissions. Deecon aims to further reduce our energy-related emissions and are considering the installation of an instant boiling water tap that is more efficient than

kettles and use up to 50% less energy. Other considerations are motion-sensor lights in meeting rooms, which are expected to reduce electricity use by 30%.

- ISO14001 Certification

Deecon is pursuing the ISO14001 Certification to implement an effective and up-to-date environmental management system. We are currently reviewing and assessing our internal procedures and processes to align with the required criteria.

- Pro-Bono Work

In our effort to make direct and measurable contributions to society, Deecon aims to establish pro-bono consulting services. We are currently reaching out to local charitable organisations to build relationships and refine the scope of work aligned with our capabilities. Across our multiple services, we hope to offer our support and expertise to clients in carbon reduction initiatives.

#### 4. Review Schedule

This document is scheduled for review every year unless amendments are required due to changes in legislation or business practices. Any previous iterations of this document will be held in archive by the document owners, in this case, Human Resource.

This document was approved on **31<sup>st</sup> January 2024** by the Deecon Consulting Managing Director and will be reviewed and updated annually or where a change is required.

#### 5. Declaration and Sign Off

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 (or equivalent management body).

A handwritten signature in black ink, appearing to read 'Darren Gillard'.

**Signed: Darren Gillard (Managing Director)**

**Date 31/01/2024**