



**TLT LLP**

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# Commitment to achieving Net Zero

TLT LLP is committed to achieving Net Zero emissions by 2025 covering as a minimum the full scope 1 and 2 emissions together with the scope 3 sub-set categories covered in this report.

## 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:</b> FY19 (01/05/18 - 30/04/2019)		
<b>Additional Details relating to the Baseline Emissions calculations.</b>		
TLT LLP’s baseline emissions calculations were assessed in collaboration with Carbon Credentials Energy Services Limited, trading as Carbon Intelligence. FY19 was chosen as baseline emissions year because it was pre-COVID and therefore represented a full normal operational year.		
TLT LLP operates from six offices across the UK with the following emissions activities:		
<ul style="list-style-type: none"> <li>• Scope 1 covering natural gas (heating), diesel (generators), and refrigerant gas (cooling). There are no fleet vehicles used</li> <li>• Scope 2 covering electricity</li> <li>• Scope 3 covering the five specific categories (see below)</li> </ul>		
<b>Baseline year emissions:</b> 1,551 tCO <sub>2</sub> e		
<b>EMISSIONS</b>	<b>TOTAL (tCO<sub>2</sub>e)</b>	<b>Comments</b>
<b>Scope 1</b>	<b>69</b>	
<b>Scope 2</b>	<b>345</b>	Market based
<b>Scope 3</b>	<b>1,137</b>	Limited to business travel, employee commuting, waste generated in operations, upstream transportation/ distribution and downstream transportation/distribution*
<b>Total Emissions</b>	<b>1,551</b>	

\* In accordance with the Cabinet’s Office Procurement Policy Note (PPN) 06/21

## Current Emissions Reporting

Reporting Year: FY20 (01/05/19 - 30/04/2020)		
EMISSIONS	TOTAL (tCO2e)	Comments
Scope 1	69	
Scope 2	360	Market based
Scope 3	1,279	Limited to business travel, employee commuting, waste generated in operations, upstream transportation/distribution and downstream transportation/distribution*
<b>Total Emissions</b>	<b>1,708</b>	

\* In accordance with the Cabinet's Office Procurement Policy Note (PPN) 06/21

Note – Improved data collection and methodology has increased the quality of data that is being collected and used for reporting. Due to this, the reporting of Scope 1 and Scope 2 data for FY20 will differ slightly in this report to that submitted in the FY20 Annual Report. The difference between the two includes the addition of Scope 1 data and a modification in the renewable energy use and conversion factors for Scope 2.

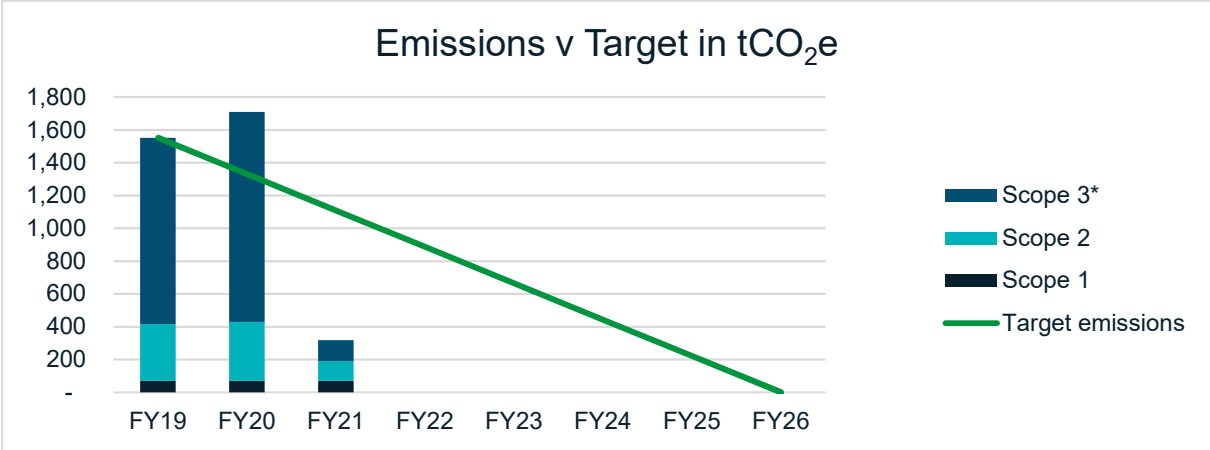
Reporting Year: FY21 (01/05/20 - 30/04/2021)		
EMISSIONS	TOTAL (tCO2e)	Comments
Scope 1	69	
Scope 2	121	Market based
Scope 3	127	Limited to business travel, employee commuting, waste generated in operations, upstream transportation/distribution and downstream transportation/distribution*
<b>Total Emissions</b>	<b>317</b>	

\* In accordance with the Cabinet's Office Procurement Policy Note (PPN) 06/21

# Progress against emissions reduction targets

Progress against the baseline in FY19, covering the past three years are shown in the graph below. A total emissions reduction of 80% has been achieved, albeit with a significant proportion due to the commuting changes resulting from COVID-19. It is anticipated that whilst travel will return from FY2022, TLT is still on track to meet its targets.

Progress against these targets can be seen in the graph below:



## Completed and In-flight Carbon Reduction Initiatives

The environmental management measures and projects listed below have been implemented since the FY2019 baseline and are well progressed by the end of the FY2021 reporting timeline.

The focus over the next two years is to put in place a management structure and programme to ensure the net zero programme is embedded into the day to day operations of TLT LLP. Maria Connolly, Partner has been identified as TLT’s Executive Board member with responsibility for sustainability. As part of this role, Maria will oversee the development of a roadmap to achieve net zero.

### Renewable electricity

Most sites have moved over to purchasing renewable electricity since October 2019; this has been verified as compliant with the Greenhouse Gas Protocol Scope 2 Guidance. Renewable electricity consumed on these sites can report zero carbon emissions for purchased electricity when reporting using the market-based method. Compliance is externally assured each year.

Across the business, purchasing renewable electricity has seen emissions fall by over 61T CO<sub>2</sub>e in FY2020, and will see further reductions in future years.

### Business travel and commuting

Business travel contributes a significant proportion of the Scope 3 emissions being reviewed within (PPN) 06/21, with a concerted effort taken from 2020 to reduce emissions through changing behaviours and transfer to zero emissions vehicles.

Leading up to March 2020 TLT had been proactively controlling and reducing business travel through its procurement team.

Between March 2020 and August 2021 there was a significant reduction in business travel and commuting due to COVID-19, over 90% reduction in emissions compared to TLT baseline total emissions.

Whilst emissions are anticipated to rise due to COVID-19 restrictions being relaxed, TLT has agreed with all staff to move to a hybrid approach of working from home and from the office. This move is expected to minimise the increase in emissions that would have occurred otherwise. Increased home and flexible working will continue and travel policies are linked to sustainability so encourage only essential travel.

A new flexible benefit car scheme for employees was launched in May 2021, restricted to electric and hybrid vehicles. EV charging points for employees and clients were installed at the Bristol office in June 2019.

Further upgrades to video conferencing facilities in all offices are continuing to facilitate reductions to business travel and commuting and to enable the permanent switch to more agile working.

## **Planned Carbon Reduction Initiatives**

Further plans to reduce carbon emissions are focussed towards the reduction of energy consumption on offices, improving the quality and management of the Net Zero Programme, and continuing engagement with employees.

### **New Glasgow Office**

In August 2021, TLT committed to a move of its Glasgow office to Cadworks which will be the first Carbon Zero office in the TLT's premises portfolio. The move is due to take place in early 2022.

Future development of TLT's premises portfolio will follow the Carbon Zero policy established in Glasgow.

### **Influencing our landlords**

TLT is also working with building management in its offices to encourage energy consumption reduction measures and procurement from renewable energy sources plus the benefits from on-site generation in the form of rooftop solar panels and battery storage.

Plans to install EV charging points for employees in all other offices are in place and work is due to be completed in Spring 2022.

### **ISO 14001**

Wrapping the Net Zero Programme together into a structured management approach to embed within the business, TLT began the journey to ISO 14001 accreditation in July 2021. Accreditation is anticipated in Spring 2022. Sustainability Forums will be launched in office locations with additional awareness and upskilling provided to forum leads. E-learning to most employees is anticipated to be rolled out in 2022 as part of wider employee engagement.

## 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<sup>1</sup> and uses the appropriate Government emission conversion factors for greenhouse gas company reporting<sup>2</sup>.

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<sup>3</sup>.

This Carbon Reduction Plan was reviewed and signed off by the Executive Board of TLT on 29 September 2021.

Signed on behalf of TLT's Executive Board by:



**John Wood**  
**Managing Partner**

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

<sup>2</sup> <https://www.gov.uk/government/collections/government-conversion-factors-for-company-reporting>

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

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