



Carbon Reduction Plan

FY 23/24



Our Mission and Commitment to Carbon Reduction

Who we are

31ten is a trusted, independent, and agile consultancy that works closely with a range of public-sector organisations, principally in local and central government.

Our Mission

31ten is committed to working in partnership with the public sector to make places better for the people that live, work, and learn in them. Integrity, inclusivity, social and environmental awareness are at the heart of what we do, and we collaborate with our clients to deliver sustainable change, meaningful impact, and better outcomes.

B Corp status

In December 2023, 31ten became a certified B Corporation and joined the global network of companies recognised by B Lab as meeting the highest standards of social and environmental performance, accountability, and transparency.

Carbon Reduction Plan Purpose

Conducting an annual carbon impact assessment is a vital step for the business to understand its environmental footprint and take meaningful action to reduce it. 31ten is committed to achieving net zero by **2040**.

Our Values

Trusted Communication

We communicate and act with integrity and honesty, and in return trust others to do the same; we ask questions and listen to gain deeper insights.

Delivering Value

We deliver quality outputs and solutions to clients through strong organisation and sound decision-making; we are agile and adaptable.

Curiosity and Innovation

We embrace our instinctive curiosity and champion innovative thinking to challenge the status quo; we are a team that champions diversity and inclusivity.

Collaborative Leadership

We collaborate effectively with clients, competitors, and colleagues to build long-lasting relationships; we support and celebrate the achievements of others.

Growth Mindset

We encourage a culture of professional and technical growth through sharing and receiving feedback; we demonstrate resilience and an openness to change.

Motivation

We work as a team to turn problems into solutions and have a strong desire for continuous learning.

Happiness

Happiness is a priority; empowering and encouraging individuals to work in the way that best suits them and prioritises their mental and physical health.

The scope of company emissions for FY 23/24 is outlined below

As part of our carbon reduction plan, we categorise and report greenhouse gas (GHG) emissions in accordance with the 'GHG Protocol Corporate Standard'.

Scope 1: Direct Emissions

Emissions from sources directly owned or controlled by the business.

Scope 2: Indirect Emissions from Purchased Energy

Emissions associated with the generation of electricity, steam, heating, or cooling that we purchase and consume.

Scope 3: Other Indirect Emissions

Emissions arise from our supply chain and are a result of activities not directly controlled by the business.

| Type | Activities |
|---------|---|
| Scope 1 | <ul style="list-style-type: none"> None applicable |
| Scope 2 | <ul style="list-style-type: none"> Purchased office electricity |
| Scope 3 | <ul style="list-style-type: none"> Business travel (e.g., clients, conferences and company off sites) Employee office commuting Purchased goods and services (e.g., equipment and food/drink) Waste generated in operations Energy consumption when home working |

Please note, due to the nature of the business, we do not generate emissions via upstream or downstream transportation and distribution (as defined in the GHG protocol). This is therefore excluded from the reporting table.

31ten’s carbon footprint for FY 23/24 is estimated to be 22.38 tCO₂e

Assessment and adoption of baseline

31ten has conducted a comprehensive carbon impact assessment for the period **February 2023 – January 2024**, aligning with the financial reporting year.

This assessment **replaces the previous baseline** established in 2019, and future carbon impact assessments will be measured against this updated report.

The decision to restate the baseline reflects the significant growth 31ten has experienced during this period, with the **employee count increasing by 5x**. Since the original baseline, ways of working have also changed, such as increased home working and online client meetings. This updated baseline therefore provides a more accurate representation of the current scale and operations of the business, ensuring future measurements both meaningful and comparable.

Results

| Type | Emissions (tCO ₂ e) | % Contribution |
|-------------------------------------|--------------------------------|----------------|
| Scope 1 | 0 | 0% |
| Scope 2 | | |
| Purchased electricity ₁ | 0.17 | 0.8% |
| Scope 3 ₂ | | |
| Home working ₃ | 9.13 | 40.8% |
| Purchased goods | 7.99 | 35.7% |
| Business travel | 2.22 | 9.9% |
| Electronic / IT equipment | 1.54 | 6.9% |
| Waste generated in operations | 0.94 | 4.2% |
| Employee commuting | 0.39 | 1.7% |
| Total emissions | 22.38 | |
| Emissions / FTE ₄ | 0.82 | |

¹ We use a low-carbon supplier meaning office emissions are relatively low by market standards.

² Note, due to the nature of the business, we do not generate emissions via upstream or downstream transportation and distribution (as defined in the GHG protocol).

³ Note, home working emissions are largely out of the business’ control and are therefore challenging to reduce.

⁴ FTE number is adjusted for part-time employees and those who joined part-way through the financial year.

Mitigating impact – climate donation

We have committed to an annual monetary donation to a climate positive charity in line with emissions

Purpose of the donation

As an organisation, we recognise that reducing carbon emissions is the most significant action we can take to minimise our environmental impact. However, we acknowledge that achieving full decarbonisation is currently unfeasible without substantial systemic changes at a national level. Therefore, 31ten is committed to addressing residual emissions by making an equivalent monetary donation to a climate-positive charity.

How is the amount decided?

We have used the Department for Energy Security & Net Zero traded carbon value under the UK Emissions Trading Scheme. For 2024, this is £37 per tonne ⁴

| | | | | |
|---------------------------------------|---|-----------------------------|---|-------------------------------|
| CO₂ 22.39 tonnes | × | Price £37 / tonne | = | Total donation £830 |
|---------------------------------------|---|-----------------------------|---|-------------------------------|

FY 23/24 selected charity

Following consultation with senior leadership and the ESG working group, 31ten has selected **Street Trees for Living** ⁵ as its charity to support in FY 23/24. The charity is dedicated to planting street trees across London, particularly within local communities like primary schools. They also assist schools in educating students about the benefits of green infrastructure. This closely aligns with 31ten’s mission—reducing carbon impact through sequestration and empowering local communities to create positive change.

⁴ Link: [DESNZ Traded Carbon Values](#)

⁵ Charity number: 1185165

Latest progress and steps to reduce scope 2 and 3 emissions (on a per FTE basis) year on year

Progress

- **Reduction in company travel for commuting** – we operate a fully flexible remote working policy, resulting in a reduction in emissions through commuting
- **Reduction in company travel for events** – as the business has grown, the business has focused on only using air travel for essential business and begun to embed a business culture of prioritising local events where possible.
- **Waste management** – since moving to our new office in 2022, we've contracted waste management firm 'First Mile' - London's only B Corp Certified waste management company who operate a 'Zero to Landfill' guarantee.
- **Extended our 'Cycle to Work' scheme** – now includes e-bikes as further incentivisation for our employees to take up modes of active travel.
- **Electric vehicle car scheme** – we offer a salary sacrifice option for employees who wish to lease electric vehicles through the company.

Actionable steps

- **Carbon reporting** - commitment to an annual carbon reporting cycle to better understand our environmental impact and scope for improvement. Our methodology will be refined on an ongoing basis to ensure accuracy and alignment with evolving standards. As part of this, we aim to reduce our carbon emissions per FTE year on year.
- **Climate focused charitable donation** - commitment to annual monetary donations to climate-focused charities, converted from our annual carbon emissions. This will support projects that mitigate climate change and support global sustainability efforts.
- **Modes of transport** – continue to embed a culture of avoiding air travel unless for essential business trips and encouraging staff to use public transport over car vehicles, where feasible.
- **Purchased goods** – this category accounted for a significant portion of our emissions, particularly due to expenditure on staff food, drink, and events. We will proactively seek out environmentally friendly suppliers and adopt sustainable purchasing practices where possible.
- **Culture of environmental awareness** – our ESG working group is committed to fostering a culture of staff awareness of the business' environmental impact, including through knowledge sharing and staying informed with the latest sustainability advancements.

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 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).

Signed on behalf 31ten Consulting:



Chris Shepherd, Director

December 2024



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