

# ANNUAL REPORT



Thank you for participating in the Climate Neutral Now initiative. As committed in your pledge, you must report annually on your climate actions. To do so, please fill in this Report and send it back to us via email (climateneutralnow@unfccc.int). If you report to CDP, this report is not necessary and in this case, please advise us via email.

## GENERAL

### 1. What is the name of the reporting organization?

Bevan Brittan LLP

### 2. Please indicate the reporting period correspondent to this Report

Starting date – dd/mm/yyyy

Ending date – dd/mm/yyyy

01/04/2020

31/03/2021

### 3. What are the challenges and opportunities to climate action that might affect the financial or strategic plans of your business?

*Please describe here.*

Challenge: Not moving quickly enough to satisfy clients' expectations (eg. of full scope 3)  
Opportunity: Getting ahead of expectation by pioneering innovations (eg. by recording working-at-home emissions)

### 4. Have climate-related risks and opportunities been considered in your organization's strategy and/or financial planning? *Please describe here.*

Yes. Many of Bevan Brittan's clients are public sector organisations who stipulate strict environmental criteria during their tendering and procurement processes.  
Budgets now include: 1) annual carbon footprint compilation by consultants; 2) carbon offsetting, with schemes chosen by our staff Green Ambassadors and set up with specialist suppliers

### 5. Did your organization's operations substantively change in the reporting period, affecting your GHG emissions?

- Yes  
 No

### 6. Do you engage with your value chain on climate-related issues? Please advise who with.

- Suppliers  
 Customers  
 Other partners in the value chain  
 Do no engage

### 7. Please indicate any awareness raising or advocacy initiatives that were active within the reporting year. *Note that this can include those in the planning and/or implementation phases.*

"Green Ambassadors" are now established throughout the organisation to:  
1) engage with company-wide activities (eg. by choosing the carbon offsetting schemes adopted)  
2) communicate among colleagues (eg. by scrutinising one-page carbon reports).  
A formal Carbon Reduction Plan has been drawn up (and will become part of the ISO14001 system)

## **STEP 1. MEASURE**

### **8.What standard or methodology are you using when measuring your GHG inventory**

- GHG Protocol Corporate Reporting & Accounting Standard
- GHG Protocol Product Life Cycle Accounting & Reporting Standard
- ISO 14064, International Standard for GHG Emissions Inventories and Verification PAS
- 2050 - Specification for the assessment of the life cycle greenhouse gas emissions of goods and services
- Defra Guidance on how to measure and report
- Bilan Carbone
- Others

If you chose "Others", please describe below:

UK government's annually published carbon conversion factors (compiled by Ricardo Ltd)

### **9.Is your GHG inventory publicly available?**

- Yes
- No

If yes, please provide a web link here:

### **10.Which GHGs are included in your estimation?**

- Carbon dioxide (CO<sub>2</sub>)
- Methane (CH<sub>4</sub>)
- Nitrous oxide (N<sub>2</sub>O)
- Hydrofluorocarbons (HFCs)
- Perfluorocarbons (PFCs)
- Sulphur hexafluoride (SF<sub>6</sub>)
- Hydrochlorofluorocarbons (HCFCs)
- Chlorofluorocarbons (CFCs)

**11. What were your GHG emissions in the reporting period (metric tons of CO2 equivalent)?**

327.2

**12. Which scopes are included in your GHG inventory?**

*Scope 1: includes direct emissions from sources owned or controlled by your organization.*

*Scope 2: includes indirect emissions from the purchase of electricity, steam, heating and cooling consumed by your organization.*

*Scope 3 - Partially: includes other indirect emissions (excluding scope 2) that occur in your organization's value chain. Scope 3 - Complete: includes all other indirect emissions (excluding scope 2) that occur in your organization's value chain.*

- Scope 1
- Scope 2
- Partial Scope 3
- Complete Scope 3

**13. Which categories are included in your estimation?**

- |                                                                     |                                                                   |
|---------------------------------------------------------------------|-------------------------------------------------------------------|
| <input checked="" type="checkbox"/> Fuels                           | <input type="checkbox"/> Material use                             |
| <input checked="" type="checkbox"/> Refrigerants                    | <input type="checkbox"/> Waste                                    |
| <input checked="" type="checkbox"/> Owned vehicles                  | <input type="checkbox"/> Flight and/or hotel                      |
| <input checked="" type="checkbox"/> Electricity and heat            | <input checked="" type="checkbox"/> Business travel - land and/or |
| <input checked="" type="checkbox"/> Well to tank fuels              | <input type="checkbox"/> sea Freighting goods                     |
| <input checked="" type="checkbox"/> Transmissions and distributions | <input type="checkbox"/> Employees commuting                      |
| <input checked="" type="checkbox"/> losses Water                    | <input type="checkbox"/> Food                                     |

**14. How have you developed your GHG inventory?**

- Self-declared GHG inventory
- Third-party verified GHG inventory with partial scope 3
- Third-party verified GHG inventory including full scope 3

**15. How much of the total emissions (metric tons of CO2 equivalent) correspond to Scope 1?**

20.4

**16. How much of the total emissions (tons of CO2 equivalent) are corresponding to Scope 2 using the Market Approach?**

*A market-based method reflects emissions from electricity that companies have purposefully chosen (or their lack of choice).*

94.3

**17. How much of the total emissions (tons of CO2 equivalent) are corresponding to Scope 2 using the Location Approach?**

*A location-based method reflects the average emissions intensity of grids on which energy consumption occurs (using mostly grid-average emission factor data).*

94.3

**18. How much of the total emissions (tons of CO2 equivalent) are corresponding to Scope 3?**

Scope 3 includes indirect emissions that occur in your organization's value chain. If you are not measuring this scope, answer with "0", please.

212.3

**19. Please select the categories included in your Scope 3, and their status**

You can find a detailed description of the categories on the Corporate Value Chain (Scope 3) Accounting and Reporting Standard, p. 34 (<https://ghgprotocol.org/standards/scope-3-standard>)

	Relevant, calculated	Relevant, not yet calculated	Not relevant, calculated	Not relevant, not calculated
Purchased goods and services	<input type="radio"/>	<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>
Capital goods	<input type="radio"/>	<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>
Fuel-and-energy-related (non-Scopes 1 or 2)	<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Upstream transportation and distribution	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Waste generated in operations	<input type="radio"/>	<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>
Business travel	<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Employee commuting	<input type="radio"/>	<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>
Upstream leased assets	<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Downstream transportation and distribution	<input type="radio"/>	<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>
Use of sold products	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
End of life treatment of sold products	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Downstream leased assets	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Franchises	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Other (upstream)	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Other (downstream)	<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

**STEP 2. REDUCE**

**20. Did you have a GHG emissions target that was active in the reporting year?**

- Yes
- No

**21. What was your GHG emissions target in the reporting year?**

e.g. 5% reduction in 2021 (target year) compared to 2020 (base year)

10% reduction in CO2e emissions in FY2020-21 compared to FY2019-20

**22. What were your GHG emissions in the base year (metric tons of CO2 equivalent)?**

498.8

**23. Are your reductions and progress towards your targets third-party verified?**

- Yes  
 No

If yes, please provide a link to the verification opinion or report, or send us a copy of it (climateneutralnow@unfccc.int).

[ See attached one-page carbon reports for FY2019-20 and FY2020-21 ]

**24. How developed is your plan to reduce GHG emissions?**

- Target established, with incomplete or no reduction plan  
 Reduction plan with intermediate targets to achieve Net Zero by 2050 or earlier  
 Reduction plan with intermediate targets to achieve Net Zero by 2050 or earlier + at least 5% reduction year-on-year

Please provide a link here or send your emissions reduction plan at climateneutralnow@unfccc.int

[ See attached Carbon Reduction Plan ]

**25. What emission reductions actions did you implement during the reporting period?**

*Note that this can include actions in the implementation phase.*

- Energy efficiency in buildings  
 Waste reduction and material circularity  
 Low-carbon energy consumption  
 Low-carbon energy generation  
 Non-energy industrial process emissions reductions  
 'Green' Company policy or behavioral change  
 Transportation  
 No emissions reductions initiatives in place  
 Other

If you chose other, please specify here:

Established 'Green Ambassadors' network to suggest carbon-reduction actions, review offsetting etc

**26. Please give details on the actions that you have implemented during this reporting period to reduce your GHG emissions.**

*You may want to keep in mind the GHG emissions management hierarchy (avoid, reduce, replace). e.g. for energy efficiency in buildings: change of light bulbs in the whole office*

- Reviewed energy-use, equipment set-points, and off-modes in owned (and leased) buildings
- Estimated emissions from working at home during Covid (using Home Working Whitepaper)
- Systematically promoted energy-use reduction measures by staff
- Established systematic tracking of all business travel
- Implemented an ISO14001 system to formalise management of all the above targets & measures

**27. Has your organization achieved at least 5% reduction in your GHG inventory from the last reporting period to this one?**

- Yes  
 No

### **STEP 3. CONTRIBUTE**

**28. Are you contributing to encourage more emission reductions, avoidance or capture through the use of carbon credits (offsets)?**

*If you answer to this question is 'No' skip the last questions and save your Report*

- Yes, all my emissions
- Yes, part of my emissions
- No contribution

**29. Please indicate the types of offsets you are using in your climate strategy**

- Offsets coming from reduction and avoidance projects (e.g. renewal energy, biomass waste, cookstoves, transport & other projects)
- Short-term capture (Nature-based solutions such as forestry, peat land management, mangroves restoration or similar projects)
- Long-term capture (Carbon Capture & Storage, Biomass with Carbon Capture Storage, or other technologies)

**30. Please specify here your offsets according to the each standard**

CDM	
VCS	
Gold Standard	328
CCBS	
Other	
<b>Total</b>	<b>328</b>

Please provide a link to a relevant public registry/website or send us the certificate to [climateneutralnow@unfccc.int](mailto:climateneutralnow@unfccc.int)

[ See attached certificates ]

**31. Which scopes did you offset?**

- Scope 1
- Scope 2
- Partial Scope 3
- Complete Scope 3

Thank you for participating in the Climate Neutral Now initiative. We will get back to you in up to one week