



Carbon Reduction Plan

16th December 2024



Carbon Reduction Plan

Supplier name: Altair Consultancy and Advisory Services Ltd, part of Aquila Group.

Publication date: 16th December 2024.

Reporting on: 1st April 2023 – 31st March 2024.

Next update version: 1st April 2025 – 31st March 2026, reporting on 1st April 2024 – 31st March 2025.

Commitment to achieving Net Zero

Altair Consultancy and Advisory Services Ltd (“Altair”) is committed to achieving Net Zero (for Scope 1 and 2) emissions by 2030 and Scope 3 by 2050. This Carbon Reduction Plan will be completed and updated on an annual basis.

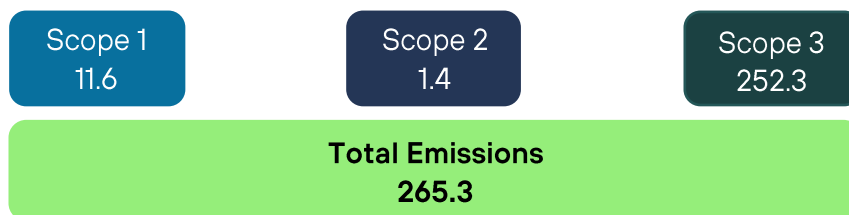
Baseline emissions footprint

Baseline emissions are a record of the greenhouse gases that 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.

Baseline Year: 1st April 2022 – 31st March 2023

Additional details relating to the baseline emissions calculations from Aquila Group.

Our total market-based emissions amounted to 265.3 tonnes of CO₂ equivalent (tCO₂e), translating to 2.5 tCO₂e per employee and 21.75 tCO₂e per £million of turnover. The emissions breakdown by scope is as follows (all tCO₂e):



The emissions sources scoped into our baseline include the following:

- Office energy consumption
- Home working energy consumption
- Purchased goods and services
- Waste production
- Employee commuting
- Business travel

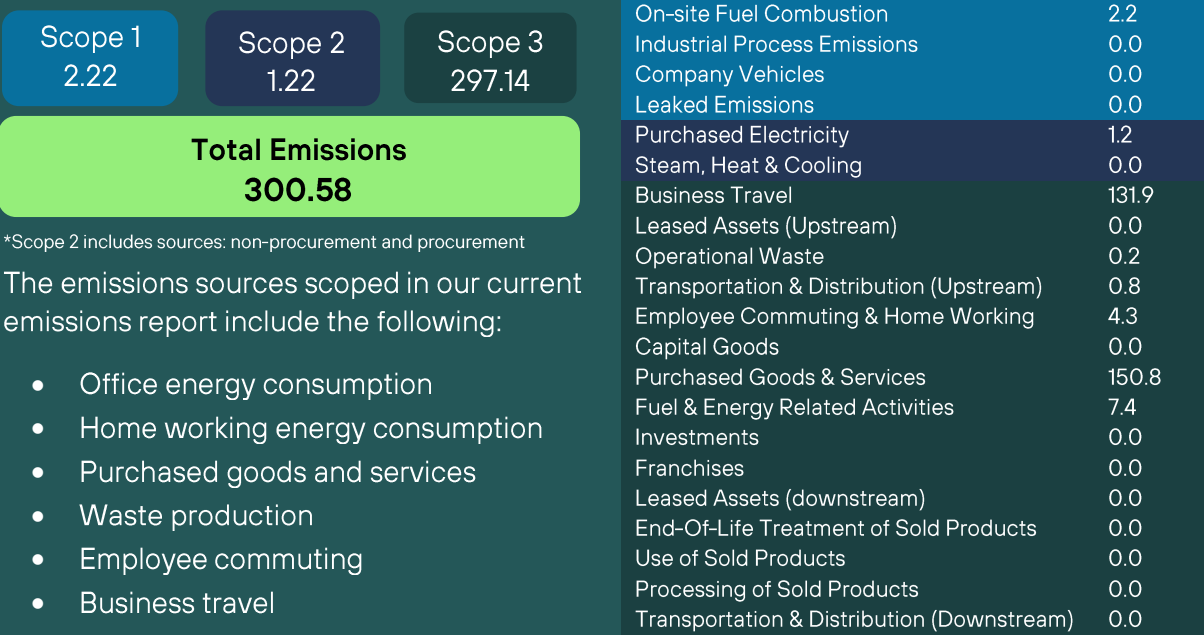
On-site Fuel Combustion	11.6
Industrial Process Emissions	0.0
Company Vehicles	0.0
Leaked Emissions	0.0
Purchased Electricity	1.4
Steam, Heat & Cooling	0.0
Business Travel	87.2
Leased Assets (Upstream)	0.0
Operational Waste	0.2
Transportation & Distribution (Upstream)	0.4
Employee Commuting & Home Working	45.8
Capital Goods	0.0
Purchased Goods & Services	99.5
Fuel & Energy Related Activities	19.1
Investments	0.0
Franchises	0.0
Leased Assets (downstream)	0.0
End-Of-Life Treatment of Sold Products	0.0
Use of Sold Products	0.0
Processing of Sold Products	0.0
Transportation & Distribution (Downstream)	0.0

We are currently working to develop our systems and procedures to ensure ongoing improvements in our data validity and reliability. We are working to ensure that our data is ever more accurate, particularly regarding our Scope 3 emissions. By 31st March 2025, Altair will have drafted fully quantifiable and accurate data for our carbon footprint and hope to re-baseline with the data from this year. With this, we recognise that there is likely to be an increase in our overall emissions.

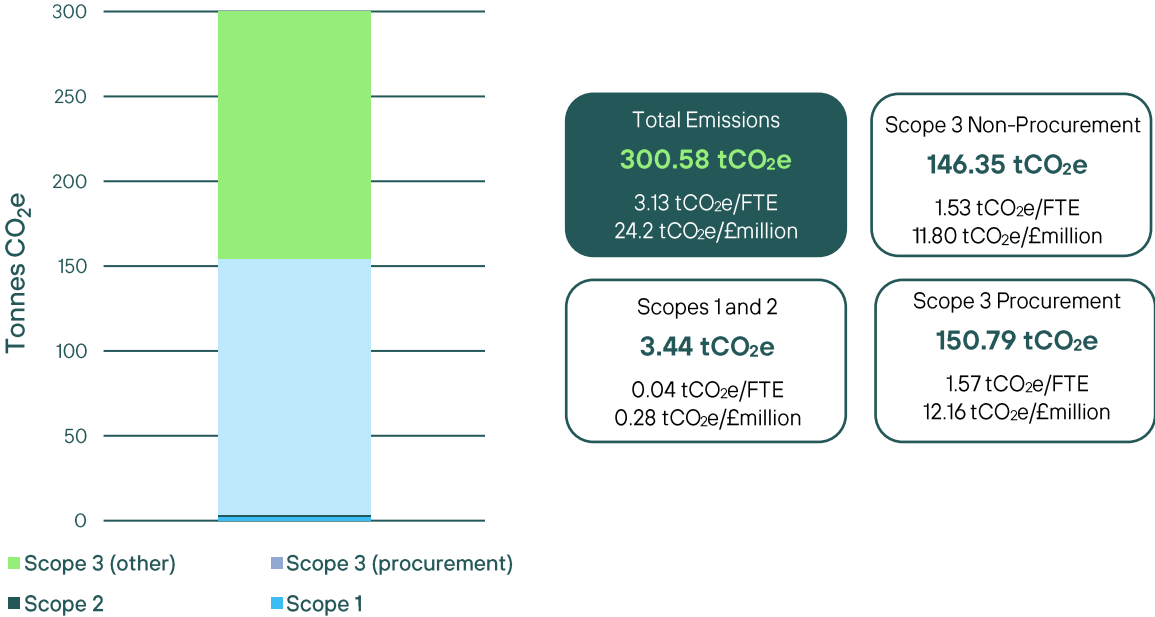
Current Emissions Reporting

Reporting year for Aquila Group: 1st April 2023 – 31st March 2024

The emissions breakdown by scope is as follows (all tCO₂e):



Current reporting year Aquila Group: 1st April 2023 – 31st March 2024



Emissions Reduction Targets

To continue our progress to achieving Net Zero, we have adopted the following carbon reduction targets which focus on our emissions scopes and key emission sources:

By 2028

Reduce Scope 1 and 2 emissions by **100%**.

Reduce Scope 3 emissions by **20%**.

Decrease office energy consumption by **15%** per sqm.

Minimise waste generation to **0.02tCO₂e**.

Reduce water usage against our baseline through an employee awareness programme.

Reduce our carbon emissions from domestic hotel stays by **20%** from our baseline year.

Reduce home working energy usage against our baseline through an employee awareness programme.

Reduce carbon emissions from purchased goods and services by **35%** through responsible sourcing and employee behaviour change.

By 2030

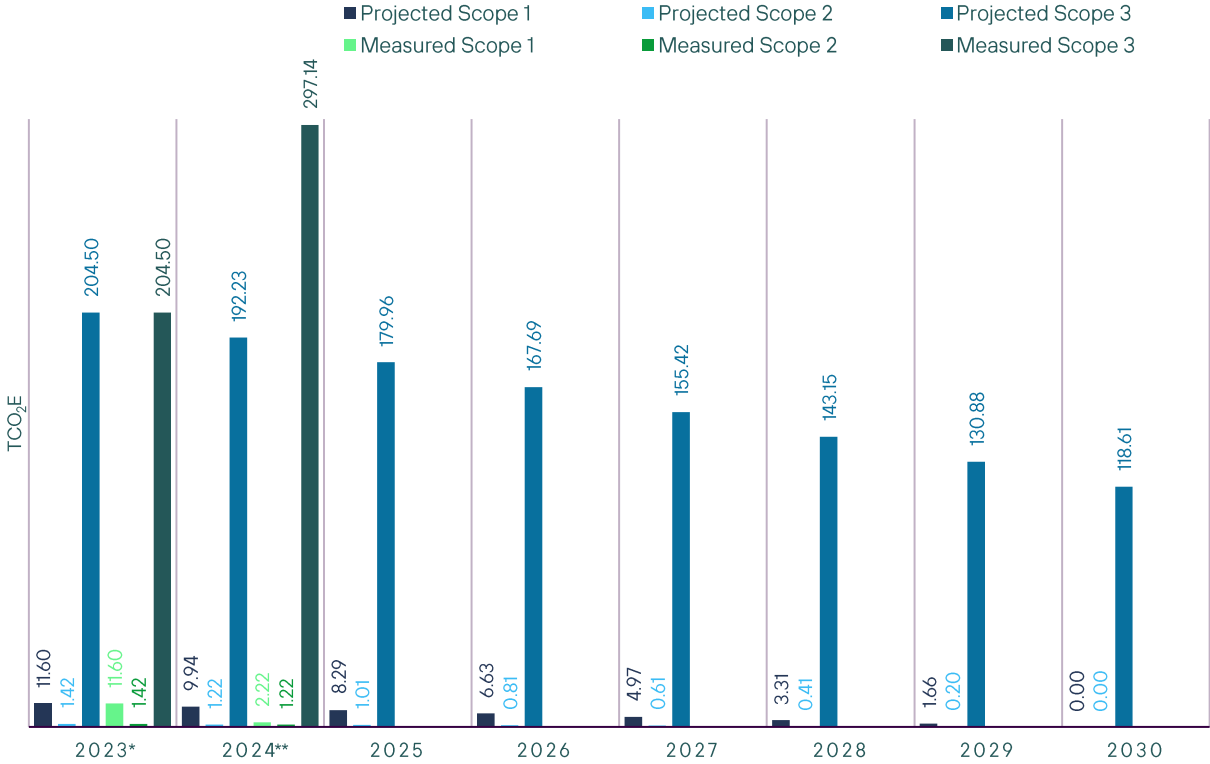
Reduce Scope 3 emissions by **42%**.

By 2050

Reduce or offset our international travel carbon emissions by working closely with clients as we develop our business in international markets. This includes international flights and hotel stays.

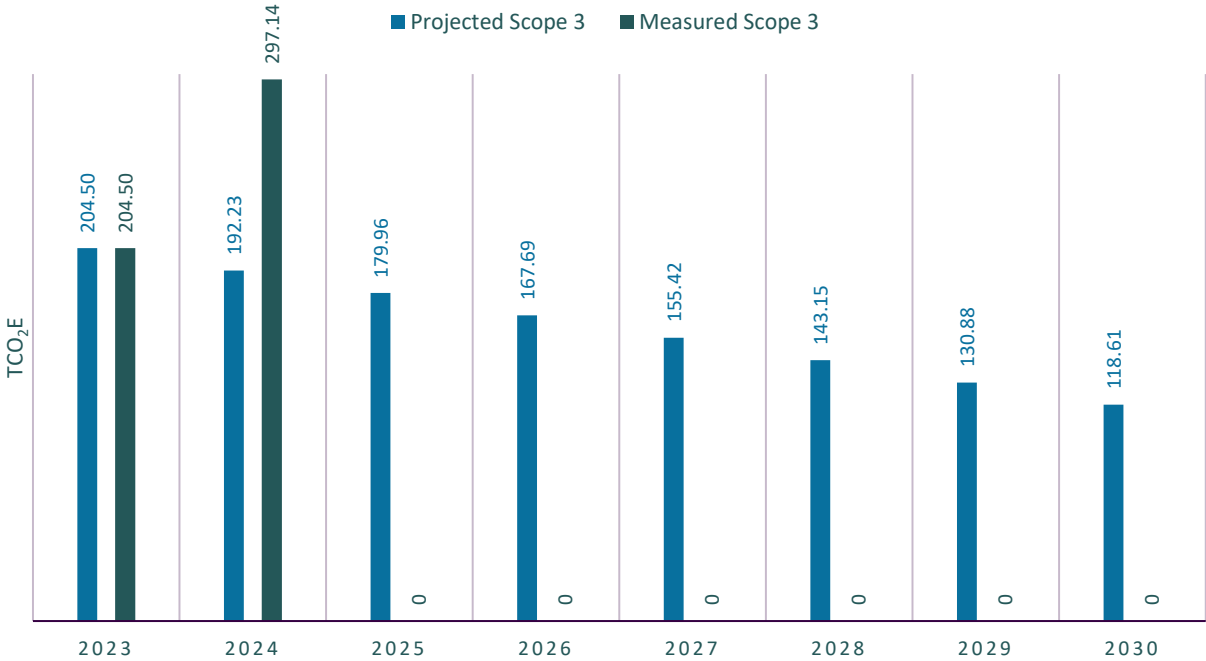
Following our measurement in the financial year 1st April 2023 – 31st March 2024, Scope 3 reductions are currently off-track. However, our refreshed carbon reduction plan outlines the actions and strategies we will implement to get back on track and achieve our 2030 goals. Our targeted decarbonisation pathway to 2030 across our Scope 1, 2 and 3 emissions is illustrated below. This shows a gradual reduction of our Scope 1 and 2 emissions to Net Zero.

Measured and projected emissions to 2030



*Measured scopes cover the financial year 1st April 2022 – 31st March 2023
 **Measured scopes cover the financial year 1st April 2023 – 31st March 2024

Our targeted emissions reduction pathway and targets for scope 3 can be seen in the graph below:



Carbon Reduction Projects

Completed carbon reduction initiatives

The following environmental management measures and projects have been completed or implemented since 2020/21. We have successfully reduced Scope 1 and 2 emissions.

However, Scope 3 emissions have increased.

It is important to note that our original baseline was set during the height of COVID-19 when our two main contributors - Business Travel and Purchased Goods & Services - were significantly reduced, and our organisation was operating on a much smaller scale.

Furthermore, our ability to capture data has improved which has resulted in an increase in our reported carbon footprint.

We are therefore looking to re-baseline during 2025/26 when business operations have fully stabilised, and our data capture processes improved.

Our baseline Scope 1 and 2 emissions are relatively small, accounting for just 6.0% of our total carbon footprint. However, as we have full ownership of these emissions, we are prioritising reduction to zero as quickly as possible. We have adopted the principles of ISO 14001 to guide our efforts in planning, measuring, and taking action to reduce our environmental impact.

Our Scope 1 and 2 emissions are attributed to **gas heating and purchased electricity** at our Birmingham office and London office, spaces which we lease. Heating at the Birmingham site is covered within service charges, meaning these emissions fall outside of our operational control. Despite this, we remain committed to reducing location-based emissions wherever feasible, which will not only cut energy costs but also decrease demand on the National Grid during peak periods.

However, at our London office we have control of our energy tariffs and have therefore opted for a renewable energy tariff, resulting in zero market-based Scope 2 emissions.

Furthermore, to address office-based emissions we have:

Office Consolidation

Prior to establishing our baseline year, we proactively closed unnecessary office spaces.

Office Relocation

In September 2024, we moved to a new Birmingham office with improved environmental credentials. Emission reductions resulting from this relocation will be reflected in the FYE 2025/26 reporting year.

Landlord Engagement

We have engaged with landlords at both our Birmingham and London offices to explore opportunities for decarbonisation and energy efficiency improvements.

Additional carbon reduction measures include:



Annual Carbon Footprint Reporting: We have committed to measuring and reporting our business’ carbon footprint annually. In 2023, we partnered with Positive Planet to further enhance our measurement accuracy and emissions reduction strategy.



Sustainable Business Travel: Recognising key employee priorities – ease, speed, and lack of alternatives – we developed a company travel policy promoting sustainable travel choices. The policy has incorporated emerging opportunities, such as electric bikes, scooters for short trips, and EV taxi options offered by third-party providers.



Carbon Literacy Training: As part of our commitment to fostering awareness, 20 employees have been certified as Carbon Literate to date. We have delivered four leadership workshops and will provide additional training to our education-focused colleagues in January 2025.



Cycling Infrastructure: We launched a cycle-to-work scheme and enhanced facilities, including secure cycle storage and shower amenities, to encourage active travel.



Electric Vehicle Infrastructure: To facilitate the transition to electric and hybrid vehicles, we installed three EV charging points at our London office.

Future carbon reduction projects

In the future we plan to implement further measures. The goods and services we purchase are the largest contributor to our baseline emissions, accounting for **45.7%** of our total footprint. Currently, these emissions are estimated using spend-based data, which provides limited insights into the specific emissions of individual suppliers. However, this analysis highlights the supply chain as a significant emissions hotspot, requiring focused attention and planning to drive meaningful reductions.

To address this, we have decided on the following future initiatives:



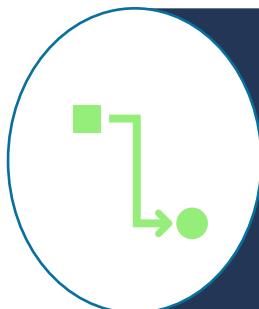
Supply Chain Analysis

We will conduct an initial screening of our supply chain to assess the current sustainability credentials of our suppliers. This will help us understand suppliers' progress toward emissions measurement, target setting, and reduction initiatives.



Target Setting for Suppliers

Based on our findings, we will establish clear targets for suppliers and procurement teams, focused on commitments to emissions reductions and progress monitoring.



Enhanced Procurement Processes

We will implement a system to collect, organise, and monitor supplier sustainability data. This data will inform our carbon footprint calculations, emissions reduction forecasts, and decision-making processes.



Supplier Engagement and Collaboration

We will maintain open and collaborative communication with our supply chain partners to encourage progress on sustainability. Incentive mechanisms and partnerships will be explored to drive action. For example, reductions have already been achieved through collaboration with some of our key material suppliers, and we will actively seek further opportunities for joint initiatives.

By implementing these projects, we aim to **gain greater transparency** into supply chain emissions, **set meaningful reduction targets**, and **drive collaborative action** to reduce emissions from our goods and services.

Declaration and Sign Off

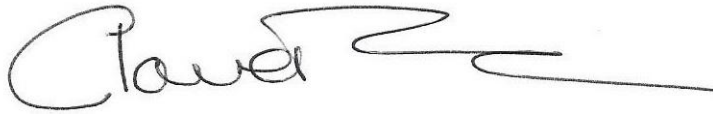
This Carbon Reduction Plan has been completed in accordance with PPN 06/21 and associated guidance and reporting standard for Carbon Reduction Plans.

Emissions have been reported and recorded in accordance with the published reporting standard for Carbon Reduction Plans and the GHG Reporting Protocol corporate standard¹ and uses the appropriate Government emission conversion factors for greenhouse gas company reporting².

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) Standard³.

This Carbon Reduction Plan has been reviewed and signed off by the board of directors (or equivalent management body).

Signed on behalf of the ESG Group:



Date: 16th December 2024

Name: Claire Banks

Job Title: Group Finance Director and Company Secretary

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

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

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