

# Levett Consultancy - Carbon Footprint Statement and Carbon Reduction Plan

## About us

Levett Consultancy are experts in enabling digital transformation using energy efficient cloud technology for the business and education sectors based on our core ethos of 'Keeping Technology Simple'. We have a long history of providing a range of digital services and solutions to accommodate every type of budget.

All of our staff have many years of experience transforming schools, the wider public sector and businesses using our cloud services and solutions, ensuring positive outcomes. We understand the complexities of technology and how this is applied in both the business and education sectors, and therefore our aim is to simplify cloud services and solutions by 'Keeping Technology Simple' and affordable for everyone.

We are an accredited Living Wage and Disability Confident employer and a member of the SME Climate Hub, that believes in supporting our local communities and are proud to have established a strong community and social responsibility program. Levett Consultancy is also recognised for its commitment and support to current and former defence personnel, by being awarded the Silver Armed Service Covenant. We are also members of the National Apprenticeship Scheme, where we invest in young adults providing them with real world work and life experiences.

## Commitment to achieving Net Zero

Levett Consultancy is committed to achieving Net Zero emissions by 2050. Furthermore, through our Carbon Reduction Plan we are targeted to achieve Net Zero emissions by 2041.

Scope 3 emissions (indirect emissions in the value chain) represent around 95% of the total in-scope emissions and this mostly consists of employee commuting. Therefore, achieving the 2050 target will mostly require us to develop a remote working environment and improve our green transport policies. Further improvements across the three emission scopes will come about as a matter of course (via UK Gov targets and requirements, evolution of industries, new regulations etc.) and will require active engagement by us with our suppliers and staff as well as development of our supply chain and operational policy.

## 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: 1<sup>st</sup> April 2019 to 31<sup>st</sup> March 2020 (Financial Year)</b>	
<b>Additional Details relating to the Baseline Emissions calculations.</b>	
We have made a comprehensive audit of the included scope emissions from this baseline year in order to get a full impression of business as usual. Our projections are based on growth of the business which are reflected in our Business-As-Usual CO <sub>2</sub> emissions. We have made these calculations based on our <b>Financial Control</b> over our emissions.	
<b>Baseline year emissions:</b>	
<b>EMISSIONS</b>	<b>TOTAL (tCO<sub>2</sub>e)</b>
Scope 1	1.0
Scope 2	1.2
Scope 3 (Included Sources)	<p>34.7</p> <p>This includes the following sources which are within the inclusion categories for Scope 3:</p> <ul style="list-style-type: none"> <li>● Waste generated in operations</li> <li>● Business travel</li> <li>● Employee commuting</li> <li>● Downstream transportation and logistics</li> </ul> <p>All other categories were identified as not applicable</p>
<b>Total Emissions</b>	<b>36.9 (tCO<sub>2</sub>e)</b>

## Previous Year Emissions Reporting

Reporting Year: 1 <sup>st</sup> April 2022 to 31 <sup>st</sup> March 2023 (Financial Year)	
EMISSIONS	TOTAL (tCO <sub>2</sub> e)
Scope 1	1.4
Scope 2	0.8
Scope 3 (Included Sources)	<p>31.3</p> <p>This includes the following sources which are within the inclusion categories for Scope 3:</p> <ul style="list-style-type: none"> <li>• Waste generated in operations</li> <li>• Business travel</li> <li>• Employee commuting</li> </ul> <p>All other categories were identified as not applicable</p>
Total Emissions	33.6 (tCO <sub>2</sub> e)

## Current Emissions Reporting

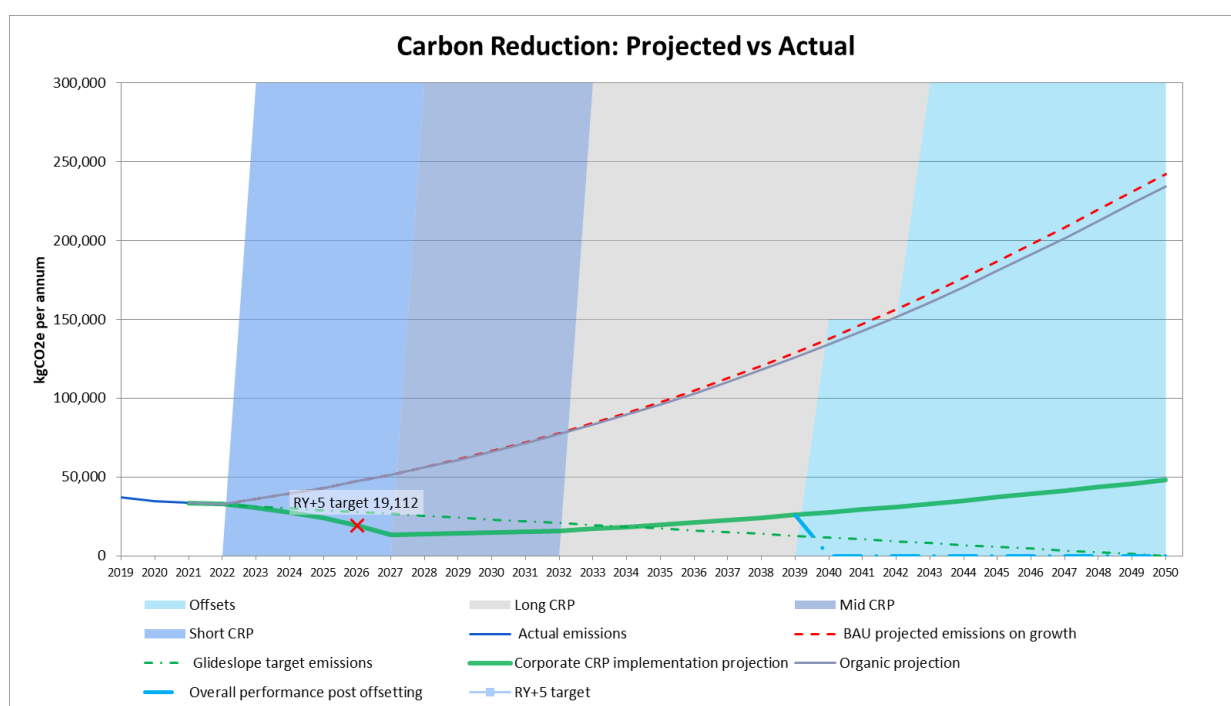
Reporting Year: 1 <sup>st</sup> April 2023 to 31 <sup>st</sup> March 2024 (Financial Year)		
We have increased the scope of our carbon footprint to include all Scope 3 categories relevant to the business.		
EMISSIONS	TOTAL (tCO <sub>2</sub> e)	
Scope 1	1.9	
Scope 2	0.6	
Scope 3	64.7	
Included Scope 3 categories	1. Purchased goods & services	43.6
	2. Capital goods	8.4
	3. Fuel- and energy-related activities	0.7

	4.Upstream transportation & distribution	0.1
	5. Waste generated in operations	0.0
	6. Business travel	0.9
	7. Employee commuting	10.1 <sup>1</sup>
	8. Downstream transportation & distribution	0.0 <sup>2</sup>
<b>Total Emissions</b>	<b>67.2 (tCO<sub>2</sub>e)</b>	

## Emissions reduction targets

The organisation is committed to achieving Net Zero emissions by 2050 at the latest. We will keep this date under review, bringing it forward if possible as our carbon reduction plans develop.

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



<sup>1</sup> This includes emissions from Employee Telecommuting, a sub-category of Category 7.

<sup>2</sup> All transportation and distribution is included in Upstream transportation and distribution, Category 4.

## Carbon Reduction Projects

### Completed Carbon Reduction Initiatives

The following environmental management measures and projects have been completed:

- The organisation achieved Green Small Business Certification in December 2024, having developed an environmental policy and comprehensive action plan addressing all of the significant environmental impacts of the business.
- We operate a hybrid working model, which reduces emissions from staff commuting.
- We facilitate access to low carbon vehicles for our staff.
- Reduction in office energy usage by ensuring all equipment used is energy star rated meeting Government latest carbon reduction standards.
- Ensuring carbon reduction is central to all of our solutions by delivering and supporting cloud services.
  - This includes transitioning customers from energy inefficient on premises technology to efficient cloud-based technology.
- Reducing the need for traditional on-site IT support with efficient off-site remote support services which will lower carbon emissions caused by travel, where tasks will be undertaken remotely and resolved more efficiently saving time, money and help reduce carbon for a greener planet.
- Reduction in business meeting travel by using video conferencing as a primary means of communication with customers where appropriate.
  - Where travel is still required, we will only use energy efficient public transport or electric vehicles.
- Secure internal and client WEEE/Recycling under ISO 14001 best practices.
  - Levett Consultancy partners with SK/TES for the ethical reuse or disposal of internal IT equipment.

### Planned Carbon Reduction Initiatives

Our environmental action plan commits us to the implementation of further measures which we anticipate will reduce the carbon intensity of the business, such as:

- Implementing a 'use of transport' policy to ensure that emissions from business travel are consistently low.
- Facilitating access to low carbon vehicles for our staff.
- Ensuring environmentally responsible purchasing for all goods and services.
- Providing our staff with information on environmentally responsible behaviour whilst working remotely and facilitating good practice.

## Declaration and Sign Off

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

Signed: *P Levett*

Position: Director

Date: 10/01/25

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

<sup>4</sup> <https://www.gov.uk/government/collections/government-conversion-factors-for-company-reporting>

<sup>5</sup> <https://ghgprotocol.org/standards/scope-3-standard>