

Carbon Reduction Plan

Supplier name: Mason Advisory Limited

Publication date: 07 February 2025 (amendment to version published on 21 August 2024)

Commitment to achieving Net Zero

Mason Advisory Limited is committed to achieving Net Zero emissions by 2040.

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.

Baseline Year: FY22 (01 March 2021 – 28 February 2022)	
Additional Details relating to the Baseline Emissions calculations.	
Mason Advisory had previously undertaken carbon emissions assessments, but 2022 was the first year that we completed a full Carbon Reduction Plan, using the previous financial year's data (FY22) as our Baseline.	
Baseline year emissions:	
EMISSIONS	TOTAL (tCO ₂ e)
Scope 1	0 The company was in a net carbon zero status serviced office at the time of the baseline data capture.
Scope 2	64.7
Scope 3 (Included Sources)	3.4 Upstream transportation and distribution – 7.86 3.5 Waste generated in operations – 0 3.6 Business Travel – 23.8 3.7 Employee Commuting – 2.78 3.9 Downstream transportation and distribution – 0
Total Emissions	99.14

Current Emissions Reporting

Reporting Year: FY24 (01 March 2023 – 29 February 2024)	
EMISSIONS	TOTAL (tCO ₂ e)
Scope 1	<p>0</p> <p>The company does not own or control any assets that fall under Scope 1 of the Department for Business, Energy & Industrial Strategy's Greenhouse Gas Reporting Standard. The company operates from a single office space of 1,742 square feet within the Landmark building in Manchester.</p>
Scope 2	<p>14.62</p> <p>Our Scope 2 FY24 is calculated through top-down estimates of the Company's total remote power usage over the period, taking into consideration the average number of users, the number of days worked per annum, the number of hours a day equipment (laptop, screen, mobile phone, headphones) is typically used on per annum, and the rate of electricity consumption from the Company's standard Remote User equipment. We also calculated remote power usage of MS Azure services procured by the Company. Current Gov Calc = 1 KWH 0.20705 kg CO₂e.</p>
Scope 3 (Included sources)	<p>3.4 Upstream transportation and distribution</p> <p>Mason Advisory produced 20.32 tonnes of CO₂.</p> <p>In this category we looked at transportation and distribution of products purchased by us between our main suppliers and our operations. We included transportation and distribution services we bought for purchase of equipment and distribution of goods to our employees.</p> <p>3.5 – 0</p> <p>Mason Advisory follows a 'no waste to landfill' policy and has done since 2019. Our Landmark offices also operate a recycling system that separates our paper, plastic, glass, batteries, food waste, and cans from general waste. Landmark contracts a third party to recycle toner and printer cartridges. During FY24 we disposed equipment found faulty to the recycling company.</p>

	<p>Other equipment not in use was donated to non-profit organisations, and local schools and to assist pupils with learning.</p> <p>3.6 – 49.5</p> <p>Our company maintains robust activity data on business travel that enables us to calculate our business travel emissions over the period, when modelled against appropriate carbon factors. Our emissions were significantly lower in comparison to the previous year due to decreased number of air travel.</p> <p>3.7 – 4.62</p> <p>The majority of our employees are remote workers who do not routinely commute into our Landmark offices and whose travel is captured in our business travel emissions. The minority who do commute, operate a hybrid model which has been factored into our calculation.</p> <p>3.9 – 0</p> <p>Mason Advisory does not sell physical products; as a result the company does not have emissions to report on in this category across the reporting period.</p>
Total Emissions	89.06

Emissions reduction targets

Mason Advisory Limited is committed to minimizing its environmental impact and leading by example in the fight against climate change. We recognise the urgent need to address global warming by promoting sustainable practices across all aspects of our operations and reduction of our carbon footprint. Our goal is to achieve GHG emissions to Net Zero no later than 2040 and reduce GHG emissions per employee by at least 50% in comparison to our FY22 baseline by 2030.

At Mason Advisory as a leading IT advisory firm, we strive to improve our environmental performance and contribute to a cleaner, healthier planet and we challenge ourselves to position our organisation as a leading responsible business.

Carbon Reduction Projects

Completed Carbon Reduction Initiatives

The following environmental management measures and projects have been completed or implemented since the FY22 baseline (ending 28 February 2022). The carbon emission reduction achieved by these schemes equates to 10.08tCO₂e, a

10.2%ge reduction against the 2022 baseline and the measures will be in effect when performing the contract.

This figure is simply based on the difference between the baseline and latest reporting figures. It includes a reduction in emissions based on our electric vehicle (EV) leasing scheme (encouraged by tax efficiencies though salary sacrifice). Current uptake is 6% of staff. However, the reduction is arguably higher because on 22 August 2023 we offset 149CERs (equivalent to 149 tonnes of CO₂) via the United Nations (UN) carbon offset platform (voluntary cancellation certificate no. VC29297/2023).

In the future we hope to implement further measures such as:

- continuing to offset our carbon emissions via the UN carbon offset platform
- building on our first Ecovadis assessment (completed 21 May 2024, achieving a 'Committed' rating) and proactively addressing areas identified for improvement
- using the IBM's Envizi emissions management software to improve accuracy and visibility of our carbon emissions on a monthly basis
- continuing to use our CO₂e emissions modelling to identify significant sources of emissions and identify opportunities to efficiently reduce our emissions through changed behaviour
- participating in the Carbon Disclosure Project to better understand our current greenhouse emissions baseline
- setting a clear sustainability agenda and being transparent about how we are moving towards it through our company's actions and communication
- continuing to encourage low-carbon alternatives for commuting through our updated travel policy, including our EV scheme and the promotion of hybrid and flexible working to reduce travel
- helping our customers identify ways to incorporate environmental sustainability practices into their business
- continuing to operate from environmentally sustainable offices; our current Landmark offices use electricity from renewable sources including photovoltaic panels on site, and are built with high-performance glazing to minimise solar gains.

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 Supplier:



Paul Pugh, CEO

Date: 07 February 2025

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>