

Carbon Reduction Plan

Supplier name: ReStart Consulting Ltd (trading as ReStart)

Publication date: 1st April 2025

Baseline Year: 2020/21

Previous Year: 2022/23

Most Recent Year: 2023/24

Commitment to Achieving Net Zero

ReStart Consulting Ltd is committed to achieving Net Zero Emissions by 2050.

We are aware that reducing our Greenhouse Gas Emissions(GHG) represents significant benefits for us, our customers, suppliers and the wider community.

Our Carbon Reduction Plan(CRP) covers the strategies for ongoing commitment to the management and reduction of our business-related carbon emissions.

The plan will cover our baseline year information, setting clear targets for reducing GHG emissions over key timeframes and listing our ongoing plans to achieve carbon net zero by 2050.

This Carbon Reduction Plan is completed in compliance with PPN06/21 as published by the Cabinet Office June 2021. This document will be reviewed and updated annually. It will reflect any changes in organisational structure and take account of the efforts made to reduce our emissions over time to achieve net zero by 2050.

During the process of developing this Carbon Reduction Plan, a number of key areas have been selected that will allow us to demonstrate reductions in the carbon emissions generated by our activities.

The Company reports on all sources of carbon emissions over which it has financial control. The Company is deemed to have financial control over a service if it has the ability to direct the financial and operating policies of the service with a view to financially managing its activities, for example:

- Setting budgets
- Managing expenditure
- Obtaining an 'income', such as in leisure centres, entertainment halls, community centres for example

The Company reports on all sources of carbon emissions over which it has operational control. The Company is deemed to have operational control over a service if it has full authority to introduce and implement its operating policies.

Our carbon footprint will be reported using the methodology based on our operational model being largely administration based and that our premises are controlled by a third party.

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: 2020/21	
ADDITIONAL DETAILS RELATING TO THE BASELINE EMISSIONS CALCULATIONS.	
<p>Baseline emissions were calculated retrospectively for the baseline year after completion of the Company financial year June 2021.</p> <p>As a Company we had been transitioning our main revenue generating services to remote working for many years. The Covid-19 pandemic accelerated this working model and allowed us to streamline the services we already offered to our Clients including remote monitoring and support of critical Health Care System messaging which was crucial during the pandemic. We have continued to work with our Clients over the last 2 years to ensure the advantages and knowledge gained during this unprecedented period are sustained.</p>	
BASELINE YEAR EMISSIONS:	
EMISSIONS	TOTAL (tCO₂e)
SCOPE 1	<p>Company Facilities. We are tenants in buildings managed by a third-party Managing Agent, this data will be reported by them. Company Vehicles: we do not have any company vehicles, so there are no emissions from this category included in our emissions data.</p> <p>Zero, rationale detailed above.</p>
SCOPE 2	<p>Purchased electricity, heating and cooling for own use: we do not purchase any of the energy needed for our buildings as they are all leased and are covered by the landlord.</p> <p>Zero, rationale detailed above.</p>
SCOPE 3 (Included Sources)	<p>Category 4 and 9 upstream and downstream distribution As ReStart is largely an administration and service based business, we do not purchase or sell any goods, other than those for individual employee use, so we can not report any significant figures against categories 4 and 9.</p> <p>Category 4 Zero, rationale detailed above.</p>

	<p>Category 5 waste generated in operations</p> <p>We do not have specific data on the waste generated as an organisation as this is managed through the lease arrangements as part of the leasehold premise operations. We do generate waste through employee printing along with brochures and events information, and other materials. Waste includes plastic non-recyclable cups and can include lunch-time related rubbish. We have addressed these areas through behaviour changes in 2021/22 and will continue as set out in the Strategies for Carbon Reduction.</p> <p>Category 5 Zero, rationale detailed above.</p> <p>Category 6 business travel</p> <p>Business travel is measured and reported in our Report and Accounts CO2 Greenhouse gas (GHG) emissions: official business travel expenditure on official business travel Category 6 - 92 tCO2e</p> <p>Category 7 employee commuting</p> <p>For the base year of 2020/21, we do not have any firm data on how employees were travelling into their office (where office based). To calculate an estimated figure for the financial year 2020/21, we have taken the number of office based employees (10), their working pattern such as part time or full time, and taken account of annual leave and bank holidays.</p> <p>For employees, there are 260 working days per year which reduces to an average of 225 working days per full time employee when accounting for annual leave and Bank Holidays. We calculated this figure for the average UK commute of a return trip being 16.8 miles. The average UK car emissions are approximately 196.94 grams per mile. This brings in a total estimated figure of 8.6 tCO2e.</p> <p>It is accepted that this does not include travel to offices by train, tube, bus or other forms of transport.</p>
Total Emissions	100.6

Emissions Reporting

Reporting Year: 2022/23	
TOTAL EMISSIONS	TOTAL (tCO2e)
SCOPE 1	<p>Company Facilities. We are tenants in buildings managed by a third-party Managing Agent, this data will be reported by them.</p> <p>Company Vehicles: we do not have any company vehicles, so there are no emissions from this category included in our emissions data.</p> <p>Zero, rationale detailed above</p>
SCOPE 2	<p>Purchased electricity, heating and cooling for own use: we do not purchase any of the energy needed for our buildings as they are all leased and are covered by the landlord.</p> <p>Zero, rationale detailed above</p>
SCOPE 3 (Included Sources)	<p>Category 4 and 9 upstream and downstream distribution As ReStart is largely an administration and service based business, we do not purchase or sell any goods, other than those for individual employee use, so we can not report any significant figures against categories 4 and 9.</p> <p>Category 4 Zero, rationale detailed above.</p> <p>Category 5 waste generated in operations</p> <p>We do not have specific data on the waste generated as an organisation as this is managed through the lease arrangements as part of the leasehold premise operations. We have instigated plans to reduce our own internal generated waste through employee printing alongside other promotional materials by reducing the number of event attendances and increasing webinars in our agenda. Other internal waste including plastic non-recyclable cups and lunch-time related rubbish has been reduced by introducing recycling bins throughout our office and encouraging our employees to purchase environment friendly items. We have addressed these areas through further behavioural changes in 2022/23 and will continue as set out in our Strategies for Carbon Reduction.</p>

	<p>Category 6 Business Travel</p> <p>Business travel is measured and reported in our Report and Accounts.</p> <p>For 2022/23, the residual effects of the global Covid-19 pandemic meant that a high portion of our staff have continued working in a hybrid style which was introduced during the pandemic, both in our offices and remotely. During this time of reduced staff attendance, we also reduced the number of events and meetings which 3 years ago would have accounted for a higher proportion of our carbon emission.</p> <p>CO2 Greenhouse gas (GHG) emissions: official business travel expenditure on official business travel</p> <p>Category 6 - 60 tCO2e</p> <p>Category 7 employee commuting</p> <p>For 2022/23 we have continued with our hybrid and remote working policies introduced during the Covid-19 pandemic, meaning our staff continue to spend less days commuting to the office and this has lead to a reduction in our carbon emissions for those who commute to the office. We have also introduced a Cycle2Work scheme which has been employed by a number of our staff who live within commuting distance of our offices.</p> <p>To calculate an estimated figure for the financial year 2022/23, we have taken the number of office based employees (8), their working pattern such as full time, number of days hybrid arrangement working (i.e. 3 office, 2 remote),and taken account of annual leave and bank holidays.</p> <p>For full time employees, there are 260 working days per year which reduces to an average of 225 working days per full time employee when accounting for annual leave and Bank Holidays. We calculated this figure for the average UK commute of a return trip being 16.8 miles. The average UK car emissions are approximately 196.94 grams per mile. This brings in a total estimated figure of 4.2 tCO2e.</p> <p>It is accepted that this does not include travel to offices by train, tube, bus or other forms of transport but these forms of transport are rarely used by our office-based employees.</p>
<p>Total Emissions</p>	<p>64.2</p>

Emissions Reduction Targets

In order to continue our progress to achieving Net Zero, we have adopted the following carbon reduction targets.

We project that carbon emissions will decrease over the next five years to 40 tCO₂e by 2028. This is a further reduction of 25%.

Carbon Reduction Projects

Completed Carbon Reduction Initiatives

The following environmental management measures and projects have been completed or implemented since the 2021/22 baseline. The carbon emission reduction achieved by these schemes equate to 36.4 tCO₂e, a 36% reduction against the baseline and the measures will be in effect when performing the contract.

Carbon Reduction Measure Undertaken to Date Include:

- a) The adoption of LED/PIR lighting controls, smart office technology introduction including motion sensor controls within our office space.
- b) Changes to working policies resulting in a reduction in company travel and flights.
- c) Continuation of our hybrid working model resulting in a reduction of commuting and company travel carbon emissions.
- d) Introduction of the Cycle2Work scheme for employees to commute without use of cars.
- e) Introduction of internal recycling units and sustainable supplies
- f) A strict policy to turn off lighting & unplug electronic devices when not in use.
- g) Switching to paperless communication, record keeping and invoicing to reduce printing and paper usage.
- h) Where it is not possible to meet clients online, we introduced shared travelling between two or more employees, and arranging necessary in-person meetings when all participants can make the most efficient use of shared vehicles.

In the future we will continue to implement further measures such as:

Strategies for Carbon Reduction

The carbon reduction opportunities in this plan, once fully implemented, will reduce our GHG emissions each year in line to achieve net zero emissions by 2050. The areas for concentrated reduction strategies are as follows: Business travel Where possible, we will continue to adopt means of reducing business travel, including further use of video conferencing for client meetings, webinars in place of events, and hybrid remote working to achieve sustainable long-term reduction of emissions that will be reported annually.

Employee Commuting

We will continue to maintain our hybrid culture for all employees to reduce the amount of business travel and commuting for our colleagues, helping to reduce our CO2 emissions.

This will also enable our employees to make informed decisions about where and how they work, promoting a better work life balance, improving productivity through a focus on staff wellbeing, whilst supporting the reduction of our carbon footprint by reducing unnecessary travel and rigid working routines.

We plan on introducing a third-party application to monitor employee commuting emissions. This work will be undertaken during FY23/24 for introduction and roll-out during FY24/25.

Communication

We will work with key partners and other stakeholders to achieve a better understanding of our emission contributions in the energy usage and waste emission categories. Even with these categories being out of our direct control, we will apply pressure to the contracting authorities to push towards emission reductions, including the Management Agent who deal directly with our building landlords.

Employee Learning and Behaviour Change

A program will be created over the next 12 months to raise the environmental awareness for all our employees.

Working with all employees, we will encourage better energy use and reduced waste. During the pandemic for example, while the majority of employees were working from home, it highlighted how printing is not as essential as previously thought to our business operations as part of our daily work lives, and we will aim to maintain this as a goal for a more paperless office.

In 2022/23, our events team has taken considerable steps to reduce the amount of paper-based marketing literature used both internally and at external events. This includes the incorporation of a web-based system, which uses downloadable content to be shared with the customer using PDFs, avoiding the requirement to produce and print 100's of leaflets.

Emissions Reporting

Reporting Year: 2023/24	
Scope 1	<p>No changes currently to Scope 1 reporting.</p> <p>Zero, rationale detailed above.</p>
Scope 2	<p>No changes currently to Scope 1 reporting.</p> <p>Zero, rationale detailed above.</p>
Scope 3 (Included Sources)	<p>Category 4 and 9 Upstream and Downstream Distribution.</p> <p>No changes currently to Category 4 and 9 reporting.</p> <p>Category 4 Zero, rationale detailed above</p> <p>Category 5 Waste Generated in Operations</p> <p>No changes currently to Category 5</p> <p>Category 5 Zero, rationale detailed above</p> <p>Category 6 Business Travel</p> <p>Business travel is measured and reported in our Report and Accounts.</p> <p>CO2 Greenhouse gas (GHG) emissions: official business travel expenditure on official business travel</p> <p>Category 6 - 60tCO₂e</p>

Emissions Reporting

	<p>Category 4 and 9 upstream and downstream distribution.</p> <p>No changes currently to Category 4 and 9 reporting.</p> <p>Category 4 Zero, rationale detailed above</p> <p>Category 5 waste generated in operations</p> <p>No changes currently to Category 5</p> <p>Category 5 Zero, rationale detailed above</p> <p>Category 6 Business Travel</p> <p>Business travel is measured and reported in our Report and Accounts.</p> <p>CO2 Greenhouse gas (GHG) emissions: Official business travel expenditure on official business travel</p> <p>Category 6 - 60tCO₂e</p> <p>Category 7 employee commuting</p> <p>For 2023/24 we have continued with our hybrid and remote working policies introduced during the Covid-19 pandemic, meaning our staff continue to spend less days commuting to the office and this has lead to a reduction in our carbon emissions for those who commute to the office. We introduced a Cycle2Work scheme which has been employed by a number of our staff who live within commuting distance of our offices.</p> <p>The figure remains the same as our 2022/23 report but will reduce in 2023/24 due to a number of staff having taken advantage of the cycle to work scheme.</p>
Total Emissions	64.2

Emissions Reduction Targets

In order to continue our progress to achieving Net Zero, we have kept our emissions target reduction at the same level. We project that carbon emissions will decrease over the next five years to 40 tCO₂e by 2028. This is a further reduction of 25%.

Carbon Reduction Projects

Completed Carbon Reduction Initiatives

The following environmental management measures and projects have been completed or implemented since the 2021/22 baseline.

Carbon Reduction Measure Undertaken to Date Include:

- a) Changes to working policies resulting in a reduction in company travel and most necessary travel being undertaken by train rather than car.
- b) Continuation of our hybrid working model resulting in a reduction of commuting and company travel carbon emissions.
- c) Continued use of internal recycling units and sustainable supplies
- d) We continue to advocate shared travelling between two or more employees, and arranging necessary in-person meetings when all participants can make the most efficient use of shared vehicles

Employee Learning and Behaviour Change

A program was created in FY23/24 to raise the environmental awareness for all our employees together with robust Health & Safety training programmes.

In the future we will continue to implement further measures such as:

Strategies for Carbon Reduction

The carbon reduction opportunities in this plan, once fully implemented, will reduce our GHG emissions each year in line to achieve net zero emissions by 2050.

The areas for concentrated reduction strategies are as follows:

Business Travel

We will continue to adopt means of reducing business travel, including further use of video conferencing for client meetings, webinars in place of events, multi-client workshops rather than individual, and hybrid remote working to achieve sustainable long-term reduction of emissions that will be reported annually.

Employee Commuting

We will continue to maintain our hybrid culture for all employees to reduce the amount of business travel and commuting for our colleagues, helping to reduce our CO₂ emissions.

This will also enable our employees to make informed decisions about where and how they work, promoting a better work life balance, improving productivity through a focus on staff wellbeing, whilst supporting the reduction of our carbon footprint by reducing unnecessary travel and rigid working routines.

We plan on undertaking ISO14001. This work will be during FY25/26.

Employee Learning and Behaviour Change

A program will be created over the next 12 months to raise the environmental awareness for all our employees.

Declaration and Sign Off

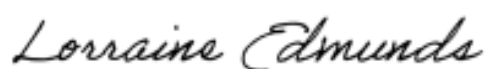
This Carbon Reduction Plan has been completed in accordance with PPN 06/21 and associated guidance and reporting standard for Carbon Reduction Plans.

Emissions have been reported and recorded in accordance with the published reporting standard for Carbon Reduction Plans and the GHG Reporting Protocol corporate 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 of the Supplier:



Lorraine Edmunds (Company Secretary)

Date: 15th April 2025