

SD.06 Carbon Reduction Policy and Plan

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Date	Version	Changes
09-02-23	V1.0	Documented, created and ratified
09-02-24	V2.0	Documented, created and ratified
22-03-25	V3.0	Sign of update to reflect the exit of the previous Managing Director.

Executive Summary

Bold Security Group (UK) Ltd. (BSG) is committed to achieving Net Zero Emissions by 2030, 20 years ahead of the UK Government target.

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

Our Carbon Reduction Plan covers the strategies for BSG’s ongoing commitment to the management and reduction of our business-related carbon emissions.

The plan will cover BSG’s baseline year information, setting clear targets for reducing Greenhouse Gas (GHG) emissions over key timeframes and listing our planned projects to achieve carbon net zero by 2030.

While some of these achievements will be achieved through behavioural change, it is noted that, where funding is needed, it will be provided where it is possible to take these projects to the right outcome.

As a largely administration-based business with low impact services being deployed within customer sites that are generally managed outside of our control, we will still be encouraging our customers, employees and suppliers to embrace this plan and work collaboratively to achieve the overall goal of Carbon Net Zero by 2030.

The points below show the journey we are taking:

- BSG aims to be Carbon Net Zero by 2030
- CCS GHG baseline emissions were 1,840.74 tonnes in 2022/2023
- Several staff training and behaviour change projects have been identified that will work to achieve net zero emissions by 2030

2. Meeting the reporting requirements

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 in line with the BSG external ISO9001, ISO14001 and ACS audit plan. 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 2030.

2.1 Our low carbon vision

As an organisation, BSG is committed to integrating sustainable development into everyday practice by minimising environmental impact wherever possible.

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.

3. Method of data collection:

Due to the size of SME, and dynamic nature of our business and services, we have detailed below the methodology used for our report.

3.1 Carbon footprint methodology:

In accordance with the GHG protocol's corporate standard, the reported emissions should be reported against an operational boundary using one of three types of reporting methodology:

- equity share
- financial control
- operational control.

3.2 Equity share:

This is how an organisation accounts for GHG emissions from operations according to its share of equity in the operation. This model may be helpful where emissions are recorded centrally across a range of entities, for example recorded UK wide by the parent company rather than at the trading entity level. As a 100% privately owned business, this is less relevant to BSG.

3.3 Financial control:

The organisation reports on all sources of carbon emissions over which it has financial control. The organisation 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, and community centres, for example.

3.4 Operational control:

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

The BSG carbon footprint will be reported using the operational control methodology based on our operational model being service based, with little property or infrastructure involved.

3.5 Baseline year: FY2022/2023

Scope 1

Company Facilities: we are tenants in buildings managed by private landlords, who do not have a reporting responsibility. We do request this information, however at the time of creating this plan, it has not been forthcoming.

Company Vehicles: we do have a small number of company vehicles, however these are used by specific employees as company perks, and incorporate business and private mileage use, for commuting to a place of work. The figures are therefore captured in Scope 3, category 7 (employee commuting).

Scope 2

Purchased electricity, steam, heating and cooling for own use: we don't purchase any of the energy needed for our buildings as they are all leased and are covered by the landlord.

Scope 3

Category 4 and 9 upstream and downstream distribution

As BSG is largely a service-based business, we do not purchase or sell any goods, so we cannot report any figures against categories 4 and 9.

Category 5 waste generated in operations

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 building operations, but we do generate waste through employee printing and general office use. Waste includes plastic non-recyclable cups and can even include lunch-time related rubbish. We plan to address these areas through behaviour changes in the Strategies for Carbon Reduction.

Category 6 business travel

Business Travel has not had comprehensive records kept in terms of journey lengths and types. This is an objective for the next reporting year. The nature of the business means that journeys are sporadic, and our operational teams can utilise their company vehicles, as well as public transport. Employees will be encouraged to consider which mode has a lower carbon footprint when selecting their method of transport in the next reporting year.

For the baseline year, we have assumed that the only employees conducting business travel outside of normal commuting captured in category 7 is the senior leadership team, comprising 6 individuals. The assumption is that these 6 individuals used trains (UK National Rail and London Underground) on average twice a week, creating a total number of journeys of 624. The journeys are typically contained within the local region of Grays into London. This journey length is approximately 25 miles. This creates a total mileage of 15,600 per annum. The mixture of National Rail and London Underground is approximately 50:50, so 7,800 miles for each ratio. We have calculated values using the matrix supplied by DEFRA which are detailed below.

CO2 Greenhouse gas (GHG) emissions: official business travel expenditure on official business travel

Type of travel	Tonnes CO ₂ e
Official travel: Road – incorporated into Category 7 due to lack of data	0
Official travel: Rail	493.74
Official travel: Air	0
Total GHG emissions	493.74

Category 7 employee commuting

For the base year of 2022/2023 we do not have any firm data on how employees were travelling into their office. To calculate an estimated figure for the financial year 2022/2023, we have taken the number of employees, their working pattern such as part time or full time, and taken account of annual leave and bank holidays.

For employees, there are 261 working days per year which reduces to an average of 228 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](#). Given the work carried out in the baseline year included remote areas of the UK, we have increased that assumption to 30 miles. The average UK car emissions [are approximately 196.94 grams per mile](#). This brings in a total **estimated figure of 1,347tCO₂e**.

It is accepted that this does not include travel to offices by train, Tube, bus or other forms of transport. Detailed below in the section 'Strategies for Carbon Reduction' are plans for how we can monitor commuting emissions and report an accurate figure in future years.

Baseline year emissions: FY 2022/23

Baseline year emissions:	
EMISSIONS	TOTAL (tCO₂e)
Scope 1	126.67 tCO₂e
Scope 2	11.88 tCO₂e
Scope 3 (Included Sources)	1,840.74 tCO₂e
Total Emissions	1,979.29 tCO₂e

Baseline year: FY 2022/2023

Additional details about the baseline emissions calculations

For 2022/2023, the business had suffered the passing of its Managing Director, which impacted upon management activity and measurement. The business experienced significant increases in activity as a result of supporting its main customer, a large government contractor in immigration workload to extreme localities in the UK requiring considerable travel.

As this is our first reporting year since setting the baseline, there is no further commentary.

Current/Most Recent Year Emissions Reporting: FY 2024-25

Reporting Year: 2024-25	
EMISSIONS	TOTAL (tCO₂e)
Scope 1	54,551 tCO₂e
Scope 2	4,668 tCO₂e
Scope 3 (Included Sources)	775,448 tCO₂e
Total Emissions	834,667 tCO₂e

Emissions reduction targets

1. 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 three years to **542,534 tCO₂e** by 2028. This is a reduction of **35%**.
2. Maintain ISO14001 accreditation and environmental management system (currently valid until 01/05/2026).

Please note that the nature of our business is that new contracts are added and removed each year based on procurement lifecycles. This means that our targets will be monitored on a contract-by-contract basis to ensure emissions reduction targets are being met.

2. Strategies and Projects for Carbon Reduction

The carbon reduction opportunities in this plan, once fully implemented, will reduce BSGs GHG emissions each year in line to achieve net zero emissions by 2030.

The areas for concentrated reduction strategies are as follows:

2.1 Business travel

Evaluate and, where possible, adopt means of reducing business travel, including continued use of video conferencing, to achieve sustainable long-term reduction of emissions that will be reported annually.

2.2 Employee commuting

We will continue to maintain a culture for all employees to reduce the amount of business travel and commuting for our colleagues, helping to reduce our CO₂ emissions. We continually monitor the value of employees attending an office, and where feasible, encourage home working or use of more local shared office/hotdesking facilities to their homes.

2.3 Communication

We will work with key partners and other stakeholders to achieve a better understanding of our emission contributions to the energy usage and waste emission categories. Even with these categories being out of our direct control, we will apply pressure to the landlords to push towards emission reductions.

2.4 Employee learning and behaviour change

A program will be created over the next 12 months to raise environmental awareness for all BSG employees, contractors and interns.

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.

2.5 Leadership

The SLT has given, and will continue to give, its full support to this carbon reduction programme and the team required to achieve BSG's Net Zero ambitions.

The SLT will lead by example, modelling best practice behaviours in carbon reduction wherever possible, by helping to push for and then implementing changes, along with arranging for specific sub-project funding if and when needed.

2.6 Declaration and sign off

This Carbon Reduction Plan has been completed in accordance with PPN 006 and the 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 use 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 has 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 CEO, and SLT members.

Signed on behalf of Bold Security Group (UK) Limited:

Badar Chaudhry

Badar Chaudhry - CEO