

Cluttons LLP Carbon Reduction Plan

Commitment to achieving Net Zero

Cluttons LLP is committed to achieving Net Zero emissions by 2nd May 2050.

Publication date: 2 May 2025

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Supplier name: Cluttons LLP

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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: Financial year ending 31 st March 2025	
Additional Details relating to the Baseline Emissions calculations.	
<p>This is the first emissions report carried out by Cluttons, therefore FY25 is the baseline year. The period being measured is in line with the financial year, 01 April 2024 to 31 March 2025. We have calculated our scope 1, 2 and 3 emissions in collaboration with Greenly (carbon consultants).</p> <p>Methodology</p> <p>The Scope 3 figures reported in this Carbon Reduction Plan include the following sources of emissions as per the Technical Standard guidance: Business travel, waste generated in operations, employee commuting and upstream transportation and distribution. Downstream transportation and distribution is not material to our operations. We have used a spend based approach to determine our Scope 3 supply chain emissions for upstream transportation and distribution, waste generated in operations and business travel. Employee commuting was baselined through an employee survey.</p>	
Baseline year emissions: Financial year ending 31 st March 2025	
EMISSIONS	TOTAL (tCO ₂ e)
Scope 1	6.9 (3%)

Scope 2	36.9 (15%)
Scope 3 (Included Sources)	208.1 (83%)
Total Emissions	251.9

Current Emissions Reporting

Reporting Year: Financial year ending 31 st March 2025	
EMISSIONS	TOTAL (tCO₂e)
Scope 1	6.9 (3%)
Scope 2	36.9 (15%)
Scope 3 (Included Sources)	208.1 (83%)
Total Emissions	251.9

Emissions reduction targets

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

- Actively promote carbon reduction initiatives.
- Reduce emissions associated with waste by 35%, which equates to a reduction in waste of at least 20%.
- Reduce emissions associated with business travel through better monitoring of data.
- Reduce emissions associated with employee commuting via travel campaigns.

Our baseline of carbon emissions against the scope 1, 2 and 3 emissions as defined in this CRP are 0.9 tCO₂e per employee. We will work to implement initiatives to reduce the emissions intensity as the business grows.

We project that carbon emissions will decrease over the next five years to **173 tCO₂e** by **2030**. This is a reduction of **32%**.

Carbon Reduction Projects

Completed Carbon Reduction Initiatives

So far, Cluttons has implemented the following carbon reduction initiatives:

- Cluttons is certified to ISO 14001 and this is continually improved on annually.
- Offices on which we have full control over have electricity purchased on renewable REGO backed tariffs. This applies to the following resi-agency offices:
 - Chelsea
 - Hyde Park
 - Islington
 - Tower Bridge
- Offices we have full control over have 100% LED lighting.
- In August 2023, the Head Office for Cluttons LLP moved to Yarnwicke, 119-121 Cannon Street, which has achieved BREEAM Excellent and EPC A.
- Cluttons do not own or operate any fleet vehicles, thus emissions associated with fleet at 0 tCO₂e.
- Employees are encouraged to take public transport, cycle or walk to work.
- Cluttons also offer hybrid working (3 days in the office and 2 days working from home) to help reduce individual carbon footprints
- Where possible, Cluttons hosts meetings online via Teams to reduce business commuting.

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

- Cluttons seeks to increase the accuracy of carbon data and implement better recording systems.
- We are exploring a new business travel platform which will accurately capture the emissions of business journeys, therefore reduce our reliance on spend data.
- As Cluttons operations are expanding across the UK, we will be updating our travel policy to ensure that the most low carbon option for travel is recommended through the new software whilst being evaluated against the business need.
- We are currently working with our energy broker on upgrading our electricity and gas meters to be smart meters. Once smart meters have been installed, we will be able to analyse our electricity consumption and highlight areas for improvements, such as behaviour change.
- We will be recording our carbon emissions on an annual basis and making them publicly available via our website. This is the first time we have carried out our carbon baseline.
- We are looking to be SBTi certified.
- We are also looking at BCorp certification.
- For offices we operate, voltage optimisation will be explored. We currently offer this as a service to our clients. From implementing voltage optimisation, we expect to see a 10% reduction in associated carbon emissions and equivalent energy savings.
- We are looking to bring in a minimum standard for the Energy Efficiency Ratings of any white goods which we own and operate. This applies to our residential agency offices.

- We are looking to bring in a requirement that all new staff technology must be certified to Energy Star where applicable. We will also investigate the purchase of re-manufactured technology to reduce the requirement for new technology and use of raw materials.
- At Cluttons we have a CSR Board which is an employee led group who lead engagement in a range of areas such as environmental sustainability. Integral to this is the reduction of carbon emissions. Therefore ideas such as the low carbon commute will be championed to reduce associated emissions through employee commuting.
- Cluttons seeks to create a Supplier Charter for the Supply Chain to sign up to, to reduce the scope 3 emissions.
- Cluttons will work with it's supply chain to implement carbon reductions via the implementation of ESG supplier selection criteria with a focus on carbon emissions.
- We will be implementing a sustainability procurement policy which includes evaluating carbon impact's and preference for low carbon purchases.
- We are working with a new waste broker and seek their help in reducing our own waste in offices which we fully manage. This includes carrying out waste audits and analysing out office bin set up. From this, we expect to see overall waste reductions of 20%, equating to 35% carbon emissions reduction of waste.

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:



Date: 1 May 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>