Meeting the Reporting Requirements

This Carbon Reduction Plan complies with PPN 006, as published by the Cabinet Office. This document will be reviewed and updated annually in accordance with industry standards and regulatory requirements.

Baseline Carbon Emissions

Baseline year: 2023-24

Additional Details relating to the Baseline Emissions calculations.

Ashton Joinery & Building Services Ltd is a private limited SME company. While we are not obligated to report our emissions under the Streamlined Energy and Carbon Reporting (SECR) regulations, we are committed to environmental responsibility. To demonstrate this commitment, we began reporting our emissions in 2023, which will serve as our baseline for measuring and improving our environmental impact.

For that baseline year, we calculated just our CO_2 emissions. However, for this Carbon Reduction Plan (CRP) and going forward, we will be reporting our CO_2e (carbon dioxide equivalent) emissions, in line with the Greenhouse Gas (GHG) Protocol. This shift provides a more comprehensive and accurate assessment of our environmental impact.

As a result of this expanded reporting methodology, our 2024-25 CO_2e emissions appear significantly higher than our 2023-24 baseline. This increase does not necessarily reflect a rise in our actual emissions but is primarily due to the inclusion of additional greenhouse gases beyond CO_2. By adopting this more rigorous approach, we aim to ensure greater transparency and accuracy in tracking and reducing our environmental impact over time.

Our total baseline emissions for the reporting year 2023-24 are 30,759 kg CO_2.

2025-26 Carbon Emissions Overview

To provide a comprehensive view of our organisation's emissions, we are reporting our emissions data associated with our office situated at Unit 8 Harrison Trading Estate.

In our baseline year, our organisation operated with 23 Full-Time Equivalent (FTE) employees. As our business grows and we expand our workforce, we anticipate a proportional increase in our emissions. This potential rise in emissions is accounted for in our Carbon Reduction Plan, and we aim to offset any increase accordingly as we scale.

Total emissions: 63,268.41812 kg CO_2e

Scope 1	We operate a fleet of 22 vehicles, consisting of: • 16 Class II diesel vans • 1 Class II petrol van • 4 Class II electric vans • 1 electric car During the 2025-26 period, our fleet collectively covered an estimated total distance of 160,728.85 miles. Mileage records were available for the entire 12-month period and show our 5 electric vehicles account for 30,105.36 miles, with the remaining 130,623.49 miles covered by our diesel and petrol vans. In addition to fleet fuel use, natural gas is consumed at our office premises for space heating and hot water. Based on available supplier invoices, gas consumption has been annualised from partial-year billing data to estimate approximately 5,000 kWh of natural gas usage per annum. **Based on these figures, our total estimated emissions for Scope 1 during this period amount to 41,571.37077 kg CO2e.**
Scope 2	Our Scope 2 emissions arise from purchased electricity consumed at our office premises. Electricity is procured under a standard business electricity tariff. Based on supplier invoices, our estimated annual electricity consumption for the 2025–26 reporting period is 28,000 kWh. Where full-year data was not available, consumption has been annualised from recent billing periods in line with UK Government GHG Reporting Guidance. **Based on these figures, our total Scope 2 emissions for the 2025-26 period amount to 4,956 kg CO2e**
Scope 3	For the 2025-26 reporting period, Scope 3 emissions have been calculated for the following categories: **Upstream transportation and distribution -** This includes third-party freight and delivery activities undertaken on our behalf using light commercial vehicles. Based on mileage data provided by suppliers and delivery records, an 25,076.56 miles of upstream freight activity has been recorded. **Water supply and treatment -** Indirect emissions associated with the supply of potable water and the treatment of wastewater have been calculated using annualised water consumption data. **Waste disposal -** Emissions arising from the disposal and treatment of construction and operational waste streams have been calculated based on recorded waste tonnages and treatment routes. Waste streams include mixed construction waste, wood, metals, glass, paper and plastics.

Category	kg CO_2e
Employee Commuting - Car	6,422.4
Upstream Delivery - HGV	10,262.83
Waste - Metal, paper, timber, other	19.88
Water supply	18.97696
Water treatment	16.951296
Total	**16,741.04735**

Most emissions associated with employee commuting for site operatives are excluded from Scope 3, as operatives travel directly to site using company-owned vehicles. For employees travelling to and from the office by car, we have estimated emissions based on the daily commute time.

Based on the above, total Scope 3 emissions for the 2025-26 period amount to 16,741.04 kg CO2e.

Total emissions (2025–26): 56,846.01 kg CO2e
Year-on-year change: ↓ 42,839.98 kg CO2e (reduction vs 2024-25)
Change since baseline year: ↑ 32,509 kg CO2e (increase vs baseline)

Emission Reduction Targets

To continue our progress toward achieving Net Zero by 2045, we apply an Absolute Contraction Approach to carbon reduction. Since our previous Carbon Reduction Plan, we have improved the quality and completeness of our emissions data, alongside implementing operational carbon reduction measures. As a result, we have identified that a significant proportion of emissions reductions has already been achieved.

Reflecting this improved data accuracy and the reductions realised to date, we have updated our forward targets to ensure they remain ambitious, credible and proportionate.

Our revised emissions targets are as follows:

2035: Target emissions of 31,634.20906 kg CO2e
2040: Target emissions of 15,817.10453 kg CO2e
2045: Target emissions of Net Zero (0 kg CO2e)

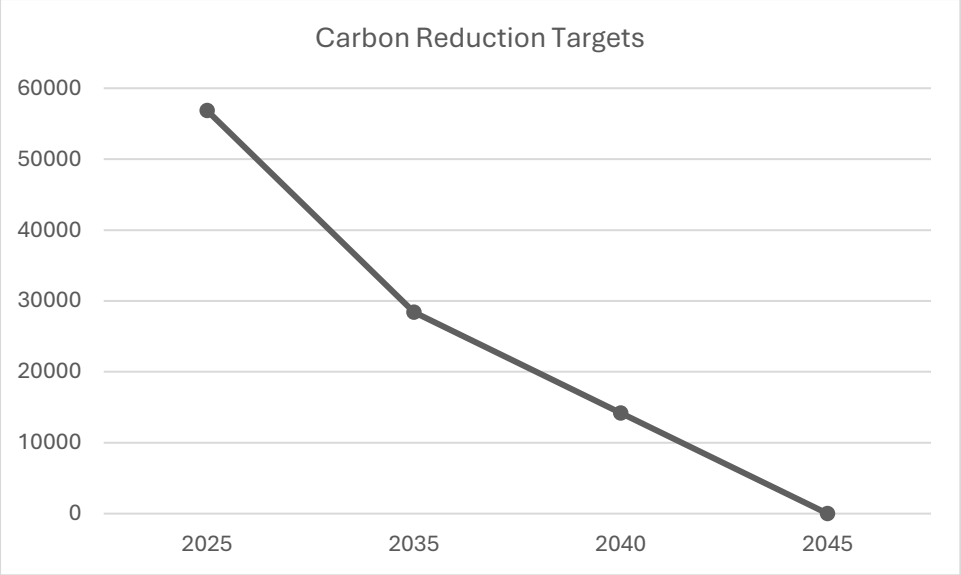

Figure 1: Our carbon reduction targets by year

Carbon reduction projects

The carbon reduction opportunities outlined in this section, once fully implemented, will reduce our GHG emissions annually, aligning with our goal of achieving Net Zero emissions by 2045.

Scope 1 actions

- Gradually replace diesel vans with electric or hybrid alternatives, starting with our highest emission vehicles to maximise impact
- Improve our current systems to provide optimised route planning, reducing distance travelled and fuel usage
- Install telematics to monitor driving behaviour (harsh braking, rapid acceleration) and provide training to improve fuel efficiency
- Offset any residual CO_2 emissions through the purchase of equivalent carbon emissions credits from an International Carbon Reduction & Offset Alliance (ICROA) provider

Scope 2 actions

- Transition to 100% renewable energy through our electricity supplier and by investing in solar power for our sites
- Invest in an energy management system to monitor and optimise energy use
- Introduce power management policies for hardware such as laptops, PCs, printers
- Offset any residual emissions through the purchase of equivalent carbon emissions credits from an International Carbon Reduction & Offset Alliance (ICROA) provider

Scope 3 actions

Business travel (including employee commuting)

- Recruit within the local area to reduce travel needs - for each contract/framework we plan to recruit within a 40-mile radius of the client site
- Interrogate our data from travel to better understand if and where carbon reductions can be made.
- Continue to encourage the use of walking or public transport, particularly trains
- Encourage car sharing
- Continue to support and encourage hybrid/homeworking
- Encourage the continued use of virtual meeting platforms where possible
- Promote cycling to work by providing information and participating in cycle-to-work schemes

Waste management and reduction

- Work towards a paperless office
- Work with our waste management provider to ensure we prioritise sustainable practices
- Complete waste audits to maximise recycling and minimise waste production
- For non-recyclable waste we will establish relationships with local energy recovery facilities

Water use

- Install water-saving fixtures and appliances in all office facilities
- Promote water conservation awareness among employees through regular communication and training
- Regularly monitor and report on water usage to identify areas for improvement

Declaration and sign-off

This Carbon Reduction Plan has been completed in accordance with PPN 006 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 use the appropriate government emission conversion factors for GHG company reporting.

Scope 1 and Scope 2 emissions have been reported in accordance with Streamlined Energy and Carbon Reporting (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 on behalf of Ashton Joinery and Building Services Ltd:

Signature:	
Name:	Helen Batty
Position:	Director
Date:	13.2.26