Carbon Reduction Plan

Supplier name	**heb Surveyors (Nottingham) LLP**
Publication date	**3rd November 2026**

Commitment to achieving net zero

heb Surveyors LLP (Nottingham) is committed to achieving net zero emissions by 2038.

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: 2023

Additional details relating to the baseline emissions calculations:

In our baseline year we operated with 6 Full-Time Equivalent (FTE) employees. Our operations are office-based, with staff working primarily from our office in Nottingham.

Because we do not control our own utilities, we applied government-published UK office benchmarks for water consumption per square meter. Our electricity and gas consumption was based on our utility bills. Waste emissions were estimated using the government conversion factors and industry assumptions for office-generated waste.

Baseline year emissions:

Emissions	Total (tCO2e)
Scope 1	9.25
Scope 2	6.46
Scope 3 (included sources)	41.93
Total emissions	57.64

Current emissions reporting

Reporting year: 1st January – 31st December 2025	
Emissions	TOTAL (tCO2e)
Scope 1	1.67

We operate a fleet of 4 electric cars, 1 large, 2 medium, 1 small. During the 2025 period, our fleet collectively covered an estimated total distance of **18,259 miles.**

100% of our emissions for Scope 1 originate from our consumption of natural gas used in the office. This estimate has been calculated from government-published UK office benchmarks and cross referenced with our annual gas bill.

Scope 2	2.76

Our Scope 2 data consists of electricity purchased at our Canalside House, 6 Canal St, Nottingham office.

Our electricity is purchased on a business tariff with an estimated annual usage of **15,588 kWh**, as provided by our supplier.

Scope 3 (included sources)	0.28

Activity	**Type**	**tCO2e**
Managed Assets	Water Supply	0.012
Managed Assets	Water Treatment	0.011
Waste	Refuse	0.135
Business Travel and employee commuting	Cars, trains and buses	0.131
Deliveries	Van - Average	0.002
	Total tCO2e	**0.280**

Approximately 50% of our Scope 3 emissions originate from non-recyclable waste disposal. These estimates were based on the 5kg benchmark of a small waste bag of commercial waste. Moving forward we aim to reduce single use plastics and disposable office supplies.

Around 45% of our remaining Scope 3 emissions originate from business travel. However, of the employees which commute by car, all use electric vehicles while the remainder rely on a combination of trains, buses and cycles.

Currently, we do not directly record data on deliveries. However, to provide the best possible estimate, we have used average vehicle data from our delivery provider Excell Office Equipment along with their distance from our office, to calculate our associated emissions. In the future, we aim to work more closely with our delivery partners to obtain

more accurate data and identify ways to reduce our delivery-related carbon footprint.

Total emissions	4.7

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 2.35 tCO2e by 2030. This is a reduction of 50%.

Carbon reduction projects

Completed carbon reduction initiatives

The following environmental management measures and projects have been completed or implemented since the 2023 baseline. The carbon emission reduction achieved by these schemes equate to 53.24 tCO2e, a 92% reduction against the 2023 baseline and the measures will continue to be in effect as we look to reduce our emissions further.

- Introduced an incentivised scheme for electric vehicles, 100% of staff vehicles are now electric
- Introduced a cycle to work scheme
- Introduced route planning and appointment coordination to reduce avoidable journeys
- Reduced annual business mileage from approximately 22,000 miles in 2023 to 18,356 miles in 2025.

Future carbon reduction initiatives

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

Scope 1 actions

- Continue to improve our current systems to provide optimised route planning, reducing distance travelled and energy usage
- Install telematics to monitor driving behaviour (harsh braking, rapid acceleration) and provide training to improve energy 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 use green energy tariffs
- Maintain electronic valuation reports, digital records and reduced paper use
- Introduce power management policies for hardware such as laptops, PCs, printers

Scope 3 actions

Business travel (including employee commuting)

- We will 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 and buses
- Encourage car sharing
- Continue to support and encourage hybrid/homeworking
- Encourage the continued use of virtual meeting platforms where possible

Waste management and reduction

- Work towards a paperless office
- Work with our waste management provider to ensure we prioritise sustainability
- Complete waste audits to maximise recycling and minimise waste production
- For non-recyclable waste we will establish relationships with local energy recovery facilities
- Reduce single-use plastics and disposable office supplies

Declaration and sign off

This Carbon Reduction Plan has been completed in accordance with PPN 006 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[13] and uses the appropriate government emission conversion factors for greenhouse gas company reporting.[14]

Scope 1 and Scope 2 emissions have been reported in accordance with SECR requirements (where required), 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.[15]

This Carbon Reduction Plan has been reviewed and signed off by the LLP Members.

Signed on behalf of the supplier:



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Date: ……3 November 2026……..……

[13] https://ghgprotocol.org/corporate-standard

[14] www.gov.uk/government/collections/government-conversion-factors-for-company-reporting

[15] https://ghgprotocol.org/standards/scope-3-standard