



Carbon Reduction Plan

Supplier name: Building Recruitment Company Limited (BRC)

Publication date: 11/05/2026

Commitment to achieving Net Zero

BRC is committed to achieving Net Zero emissions by 2050.

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: 2025/26

Additional Details relating to the Baseline Emissions calculations.

This Carbon Reduction Plan has been prepared in accordance with PPN 06/21 and the associated Technical Standard, using the UK Government greenhouse gas conversion factors for the relevant reporting year. Required UK Scope 1, Scope 2 and applicable Scope 3 emissions have been included.

Where direct activity data has been available, this has been used in the emissions calculations. The emissions figures below represent the organisation's first formal carbon footprint assessment and have been developed using the best information currently available. Where primary annual data was unavailable, reasonable estimates have been applied using known monthly activity data, office floor area, occupancy assumptions, and relevant UK Government conversion factors. Certain Scope 3 categories, including employee commuting and waste generated in operations, are not yet quantified and will be developed further as data capture improves.

Note:

- Scope 1 gas for both offices has been estimated using an office heat-demand benchmark because underlying utility data is included within service charges and was not available from the office providers.
- Electricity for our Cardiff office has been estimated using our Bristol office's known electricity use as a reference point, scaled by office size and occupancy.
- Scope 3 business travel has been annualised from the March 2025 data available and assume March is representative of a typical month.
- Employee commuting and waste generated in operations have not yet been quantified because the available data is insufficient to support a defensible numeric estimate at this stage.
- Upstream and downstream transportation and distribution are currently treated as nil/not material based on the nature of business, subject to final confirmation.



Baseline year emissions: 2025/26

EMISSIONS	TOTAL (tCO₂e)
Scope 1	4.961
Scope 2	1.004
Scope 3 (Included Sources)	7.136
Total Emissions	12.831

Current Emissions Reporting

Reporting Year (same as baseline year): 2025/26

EMISSIONS	TOTAL (tCO₂e)
Scope 1	4.961
Scope 2	1.004
Scope 3 (Included Sources)	7.136
Total Emissions	12.831

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 11.55 tCO₂e by 2031. This is a reduction of 10%



Carbon Reduction Projects

Completed Carbon Reduction Initiatives

The following environmental management measures and projects have been completed or implemented since the 2025/26 baseline.

BRC has already implemented a number of practical measures to help reduce its environmental impact and support lower-carbon ways of working. A digital-first approach has been adopted across the business, including the use of video conferencing facilities to reduce unnecessary travel, a paperless timesheet process, and the use of e-signatures and online file storage to minimise printing. This has been supported by a wider transition towards cloud-based systems, helping to reduce reliance on on-site servers and associated energy use.

Within the office environment, a range of energy-saving measures are in place. These include automatic shutdown and sleep settings on PCs, laptops and monitors, the use of laptops instead of desktops where possible to reduce electricity consumption, environmental signage reminding staff to switch off lights, printers and other equipment when not in use, and ongoing encouragement for staff to power down equipment when it is not required. The organisation also supports hybrid working arrangements, including home working on Fridays, which helps reduce commuting-related emissions and office energy demand.

In addition, the business has introduced office recycling facilities for paper, plastics and general waste, alongside secure disposal and recycling arrangements for confidential paper waste. Non-essential business travel is limited where possible, with remote meetings used as the preferred option where appropriate, and local suppliers are favoured where feasible in order to help reduce transport-related emissions. More broadly, staff are encouraged to adopt environmentally responsible behaviours in their day-to-day work, and the organisation is now formalising these efforts further through its commitment to developing and implementing a Carbon Reduction Plan.

Future Carbon Reduction Initiatives

BRC has identified a series of further measures to strengthen its approach to carbon management and reduce emissions over time. These include implementing formal carbon footprint measurement across Scope 1, Scope 2 and relevant Scope 3 categories, setting carbon reduction targets aligned to UK Government requirements, and monitoring and reporting annually on energy use and carbon emissions. The organisation also intends to transition office locations to renewable energy tariffs where feasible, introduce a sustainable travel policy to reduce business travel emissions, and encourage lower-emission commuting options such as public transport and cycling schemes.

In addition, the business plans to continue reducing paper consumption through fully digital workflows, upgrade IT equipment and devices to more energy-efficient models, and improve waste segregation and recycling arrangements across its offices. Sustainability considerations will also be embedded more formally into supplier selection and procurement activity. To support delivery of these measures, the organisation intends to provide staff training and awareness initiatives on sustainability, helping to build a stronger culture of environmental responsibility across the business.



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:

A handwritten signature in black ink, appearing to read 'Simon Copp', is written over a horizontal line.

...Simon Copp – Operations Director

Date: 11/05/26

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>