

Carbon Reduction Plan

Supplier name: BENNETT WORKPLACE SOLUTIONS LTD

Publication date: APRIL 2022

Updated: March 2026

Commitment to achieving Net Zero

Bennett Workplace Solutions Ltd 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: 2019/2020	
Additional Details relating to the Baseline Emissions calculations.	
Our Baseline Emissions are based on historic data collected primarily for our ISO 14001 certification. Bennett Workplace Solutions have reviewed the key sources of carbon emissions over which we have direct control and can measure with sufficient accuracy.	
Baseline year emissions:	
EMISSIONS	TOTAL (tCO₂e)
Scope 1	29.60
Scope 2	19.70
Scope 3 (Included Sources)	101.81
Total Emissions	151.11

Current Emissions Reporting

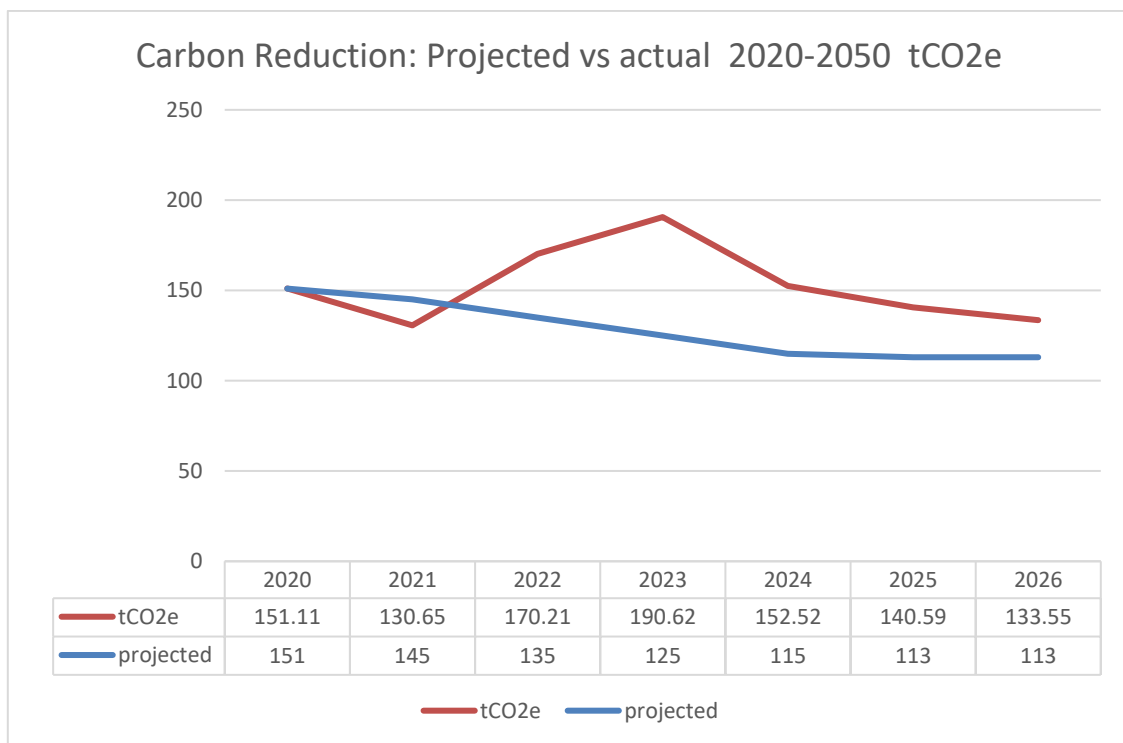
Reporting Year: 2025/2026	
EMISSIONS	TOTAL (tCO ₂ e)
Scope 1	0
Scope 2	7.21
Scope 3 (Included Sources)	126.34
Total Emissions	133.55

Emissions reduction targets

To continue our progress towards achieving Net Zero, we have adopted the following carbon reduction targets.

We project that carbon emissions will decrease over the next five years to 113 tCO₂e by 2026. This is a reduction of 15% and a further 25% to 85 tCO₂e by 2030.

Our progress against these targets can be seen in the graph below:



Carbon reduction projects

Completed carbon reduction initiatives

The following environmental management measures and projects have been completed or implemented since the 2019/20 baseline. Unfortunately, due to COVID-19 our scope 3 emissions reduced in year 20/21, giving a false increase in year 2021/22 which more accurately reflects our current position. The increase in 22/23 reflects our increase in business where we had to increase our fleet.

We relocated to new purpose built units in December 2024 where we are currently now reviewing our plan and will adjust targets where necessary.

The completed projects ongoing are:

1. Replaced 2x company cars with hybrid vehicles - COMPLETED
2. Installation of Pod charging points x4 for visitor and staff use - COMPLETED
3. LED lighting replacement completed in old building. All LED lighting in new building
4. Boiler replacement completed in old building. New premises is Gas free.
5. Staff moved to home-working contracts to minimise commuter distance - COMPLETED
6. We hold all meetings virtually using facilities such as Zoom, Skype and conference calls - COMPLETED
7. Using a local supply chain where possible - COMPLETED
8. Eliminating single-use plastics across our activities where possible - COMPLETED
9. Recycling all office waste. Currently, 60% of our materials used are recyclable
10. Procuring sustainable materials across our wider business operations. For example, we now recycle 100% of cardboard packaging from deliveries to be used as a free and environmentally friendly packing material. This has been made possible through our investment in technology including:
 - An Optimax® CP422S2i Cardboard Box Shredder
 - SFP-100 W796 Single Phase Dust Reduction Unit for our cardboard shredding machine Providing a dual benefit, this has also reduced our contribution to the “plastic problem” by significantly reducing the amount of bubble wrap we use for packing and cutting our packaging “waste to landfill” by more than half
11. Continued compliance with ISO14001

Future carbon reduction initiatives

1. Fleet replacement programme to include increasing our % of electric and hybrid vehicles over the next 5 years
2. Future plans to investigate new opportunities within the new building to improve insulation, solar heating etc to minimise heat loss
3. Organising annual sustainability events in a webinar format. We commit to ensuring sustainability events/actions are communicated on a local and Bennett Workplace Solutions -wide level within the organisation. This will include quarterly updates through email bulletins/team meetings

The carbon emission reduction achieved by these schemes will equate to 113 tCO₂e, a 25% reduction against the 2019/20 baseline. We plan for the above measures to be in effect when performing the contract.

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 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 blue ink, appearing to read "A. Bennett", with a horizontal line underneath.

Antony Bennett

Date: 17/04/2026

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>