

# Carbon Reduction Plan

Woods Building Services Limited T/A AA Woods  
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## Commitment to achieving Net Zero

Woods Building Services Limited T/A AA Woods is committed to achieving Net Zero emissions by at least 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: 2022	
Additional Details relating to the Baseline Emissions calculations.	
We utilise a Carbon Emissions reporting tool called Greenly. This enables us to accurately calculate our emissions by scope, as well as identify the effects of our carbon cutting initiatives.	
Baseline year emissions:	
EMISSIONS	TOTAL (tCO <sub>2</sub> e)
Scope 1	513
Scope 2	17
Scope 3 (Included Sources)	2,239
Total Emissions	2,770

Reporting Year: 2023	
EMISSIONS	TOTAL (tCO2e)
Scope 1	511
Scope 2	11
Scope 3 (Included Sources)	2,255
<b>Total Emissions</b>	<b>2,778</b>

### Emissions reduction targets

#### Our Targets for Managing and Reducing

#### Emissions of CO2e

We have set an annual target of a 2% reduction in emissions and a longer-term target to be **Net Zero by 2050**. Pending achievement of the Net Zero goal, we use carbon offsetting which allows us to demonstrate that we are **carbon neutral**.

#### Impact of materials use

We use the **BRE Green Guide** and work closely with our supply chain to identify the most sustainable products and materials, including those with reduced packaging, recyclable packaging, which are themselves recyclable and which contain recycled material. All timber is **FSC or PEFC chain of custody certified**.

#### Waste & Recycling

The asbestos waste we inevitably produce cannot, of course, be recycled, but is disposed of in accordance with the Hazardous Waste Regulations 2005 (as amended 2009). However, we strive to minimise waste in all other areas. Our Intelligent Business Operating Platform, EasyBOP, has virtually eliminated the use of paper, and what remaining paper used, along with cardboard and packaging, is recycled, as are printer cartridges and office consumables. We have made provision for “domestic type” waste, such as food wrapping, cans, plastic and glass bottles to be recycled by our office and site teams.

#### Carbon Reduction Projects

AA Woods are committed to effective **environmental management, sustainability and carbon reduction**, recognising that environmental protection is one of the most important issues of our time. We work collaboratively with all our clients to support their own sustainability commitments in line with our own **Sustainability Policy and Carbon Reduction Plan**.

We consistently operate in accordance with our robust **Environmental Management System** which is accredited to **ISO 14001**. This management system is implemented throughout all areas of our business and is regularly reviewed at Board level when revisions and updates are made as appropriate. Our Health, Safety and Environment Officer is responsible for overseeing our environmental management processes. For all contracts, we work collaboratively with our clients to develop **bespoke Environmental and Sustainability Plans** setting out our collective targets for ongoing reduction and compliance with their own Sustainability Strategy.

We work closely with our clients and suppliers to seek ongoing improvement and to identify sustainable initiatives/innovation which can be adopted. All staff are trained on environmental management and sustainability as part of the company induction, contract inductions, through regular toolbox talks and at our annual training stand down day.

### **Our Initiatives**

We aim to minimise and reduce such impacts in accordance with our ISO 14001 EMS, and our ongoing initiatives to further reducing these impacts include:

#### **Controlled Waste**

As stated above, controlled waste is managed in accordance with the relevant legislation, but we seek to minimise this by using, for example, FSC certified timber for encapsulation enclosures.

#### **General waste**

All other waste will be managed in accordance with a **bespoke Site Waste Management Plan**. All waste is segregated, and our waste management partners provide reports demonstrating that less than 10% of general waste is sent to landfill.

#### **Carbon emissions etc from road transport**

Works orders are issued to the nearest available team, identified via our tracking system. Each team uses one 2-person van, and all drivers are trained in sustainable driving techniques. Fleet vehicles are replaced every 3 years with the most efficient version. We maintain an ongoing review of the market for hybrid and electric commercial vehicles although there remain limited current options for the 3.5 tonne vehicles we require. However, all management vehicles are being replaced with hybrid and electrics, and we have installed EV charging points at our head office and all our other depots throughout the UK.

#### **Fuel**

Vehicle fuel use is being reduced as above and, to minimise electricity use in our offices, we have introduced LED lighting (motion sensitive in corridors/WCs), operate a robust "Turn Off/Turn Down" campaign and use thermostatically controlled heating. Where practical, we promote walking or cycling to work, or the use of public transport.

In addition to this, we will continue to make conscious decisions with respect to:

### **Reduce, Reuse, Recycle**

Continue to practice the 3 Rs to minimise waste and conserve resources. As a company we continue to reduce our consumption of single-use items, reuse products when possible, and recycle materials to prevent them from ending up in landfills.

As a technology focused company, we invest heavily in electronic devices, and ensure old electronics are recycled responsibly and purchase energy efficient products to ensure extension of our electronics lifecycle.

### **Conserve Energy**

Use energy efficient appliances and lighting.  
Turn off lights, electronics and appliances when not in use.  
Unplug chargers and devices that are not in use to prevent vampire energy.

### **Renewable Energy**

We're investigating options with respect to solar panels and would look to have these installed on our office buildings in the next 3 years.

### **Plant Trees**

We'll continue our efforts to support local communities and their tree planting projects.

### **Education**

Education is essential for driving collective action. As part of our work with the organisation quantifying our greenhouse gas emissions, one of the exercises is to understand, directly from our employees what their habits are in terms of commuting, working from home & even what they eat, and provide them with the necessary tools to mitigate their own carbon footprint.

We haven't stopped there and continue to assess ways of reducing our Carbon Footprint. We've engaged a company called 'Greenly' to accurately calculate our greenhouse gas emissions, to understand in which scopes of our emissions are derived from, and what impact our current carbon off-set schemes are achieving, as well as what steps and projects we can support to arrive at net zero. The company analyses our physical and monetary flows linked to our business activity, gleaned a very accurate picture of our greenhouse gas emissions, split into scopes 1, 2 and 3.

As part of the offering, we can link our suppliers to our calculation, to derive a clear picture of the CO<sub>2</sub> emissions linked to our supply chain, and steps that can be taken to reduce.

Once we have taken all necessary steps to reduce our carbon footprint as much as we can internally, they also provide carbon offset projects to enable us to arrive at a net zero position.

## 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 standard and uses the appropriate Government emission conversion factors for greenhouse gas company reporting.

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) Standard.

This **Carbon Reduction Plan** has been reviewed and signed off by the board of directors (or equivalent management body).

Signature:

Date:



13<sup>th</sup> April 2024

**Rob Beale**

Finance Director