

# Business Certification

**P&S Timbrell Decorators**

*YEAR 3*

01 April 2021 to 31 March 2022

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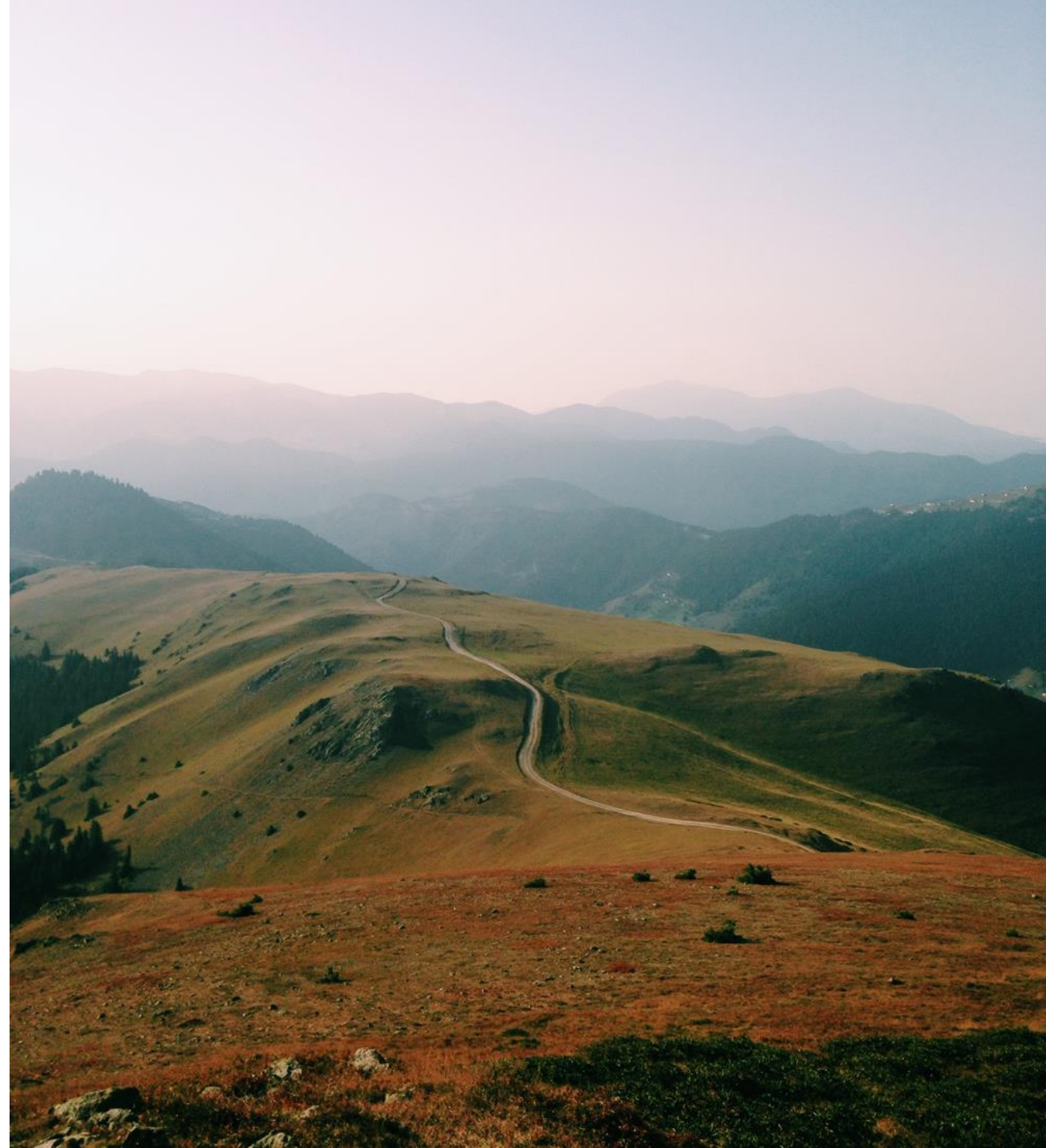
Measure



Engage



Communicate





# Total carbon EMISSIONS

**13.1**  
**tCO<sub>2</sub>e total emissions**

**Total emissions equivalent to**  
**12 flights from London to New York**

**2.4**  
**tCO<sub>2</sub>e per employee**



**Buildings**

**1.4 tCO<sub>2</sub>e**

Used enough electricity to power **0.2** UK homes for one year



**Travel**

**11.4 tCO<sub>2</sub>e**

Travelled **2** times around the world



**Waste**

**0.3 tCO<sub>2</sub>e**

Produced waste that weighs the same as **0.1** London bus



**Water**

**N/A**



**Procurement**

**0.002 tCO<sub>2</sub>e**

**2** sheets of paper used per day



**Homeworking**

**0.7 tCO<sub>2</sub>e**

Used enough energy to power **0.2** UK homes for one year



# Step one.

# MEASURE





# Total carbon footprint.

## Location *BASED*

### Reporting year:

01 April 2021 to 31 March 2022

### Reporting Boundary:

Deanfield New Road North Nibley, GL11 6DR

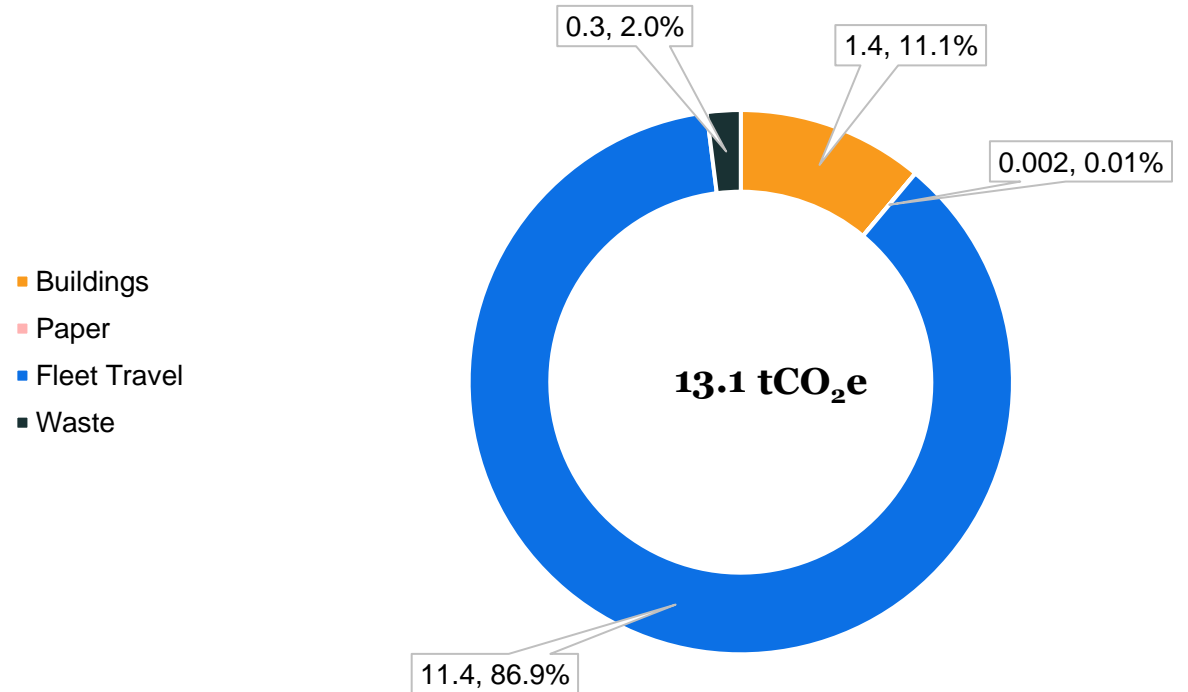
### Emissions measured:

Electricity, Natural Gas, Waste, Fleet, Paper, Homeworking  
(Excluded from footprint)

### Highlights:

Carbon footprint (tCO<sub>2</sub>e): **13.1**  
Per employee (tCO<sub>2</sub>e): **2.4**  
Next reduction target: **5%**  
Data quality score: **11 out of 20**

Carbon footprint by emission source for year ending 2022, tCO<sub>2</sub>e



Note: Your carbon footprint is reported two ways; one is using the location based method of calculating Scope 2 electricity emissions and the other the market based method. A location-based method reflects the average emissions intensity of grids on which energy consumption occurs (using mostly grid-average emission factor data). A market-based method reflects emissions from electricity that companies have purposefully chosen (or their lack of choice).



# Total carbon footprint.

## Market *BASED*

### Reporting year:

01 April 2021 to 31 March 2022

### Reporting Boundary:

Deanfield New Road North Nibley, GL11 6DR

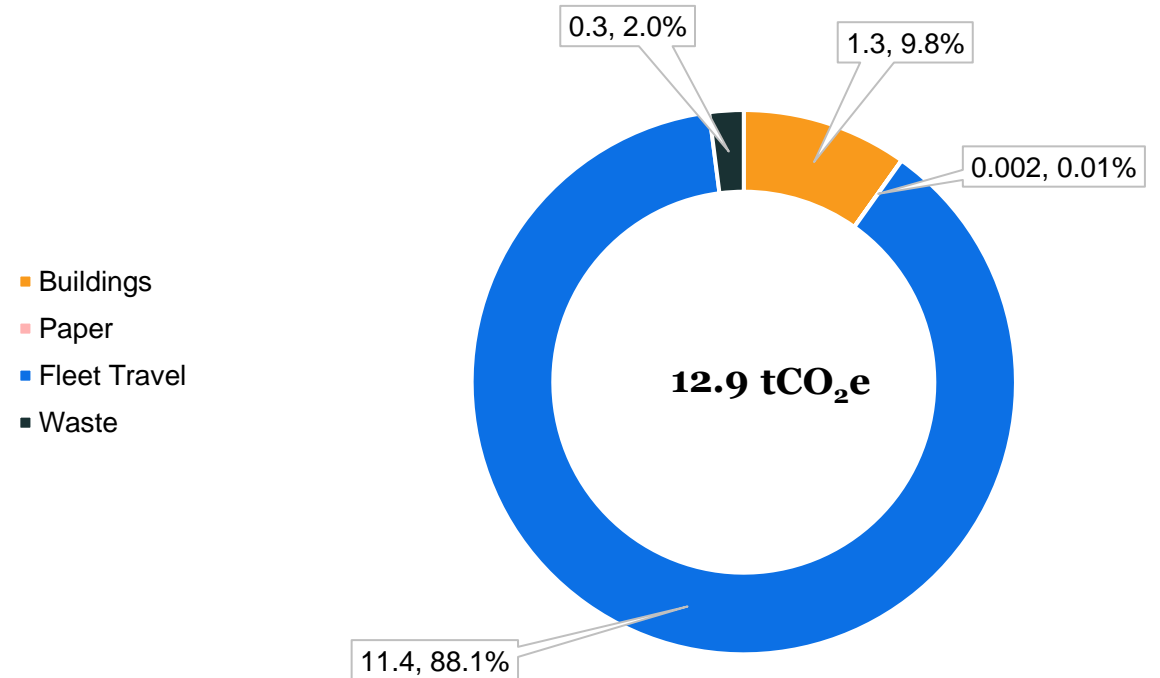
### Emissions measured:

Electricity, Natural Gas, Waste, Fleet, Paper, Homeworking  
(Excluded from footprint)

### Highlights:

Carbon footprint (tCO<sub>2</sub>e): **12.9**  
Per employee (tCO<sub>2</sub>e): **2.3**  
Next reduction target: **5%**  
Data quality score: **11 out of 20**

Carbon footprint by emission source for year ending 2022, tCO<sub>2</sub>e



Note: Your carbon footprint is reported two ways; one is using the location based method of calculating Scope 2 electricity emissions and the other the market based method. A location-based method reflects the average emissions intensity of grids on which energy consumption occurs (using mostly grid-average emission factor data). A market-based method reflects emissions from electricity that companies have purposefully chosen (or their lack of choice).



# Total carbon footprint.

## Yearly *COMPARISON*

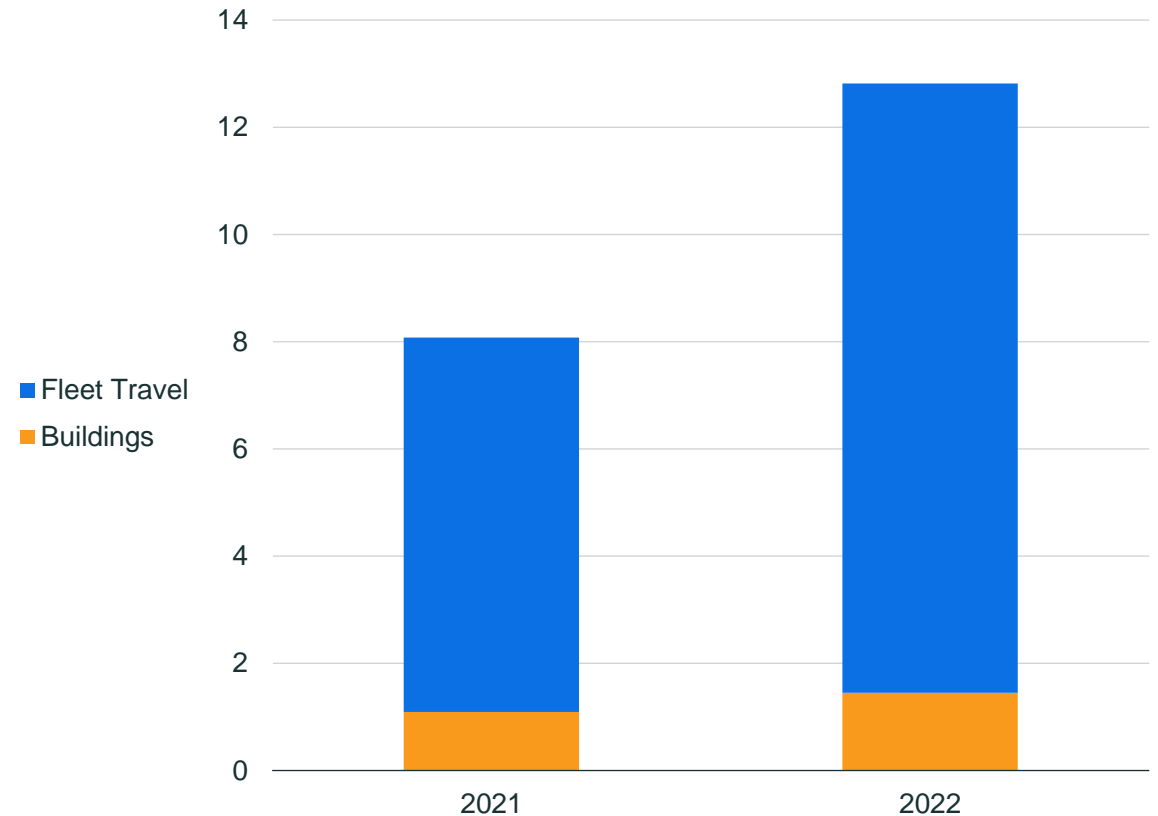
### Notes:

- P&S Timbrell's absolute emissions increased by 58.6% compared to YE2021.

Source Category	2021	2022
Buildings	1.1	1.4
Fleet Travel	7.0	11.4
<b>Total</b>	<b>8.1</b>	<b>12.8</b>

All rows and tables are rounded to one decimal place. This may lead to slight discrepancies in totals within the report.

Carbon footprint by emission source for year ending 2021 and 2022, tCO<sub>2</sub>e





# Carbon footprint.

## BUILDINGS

### Notes:

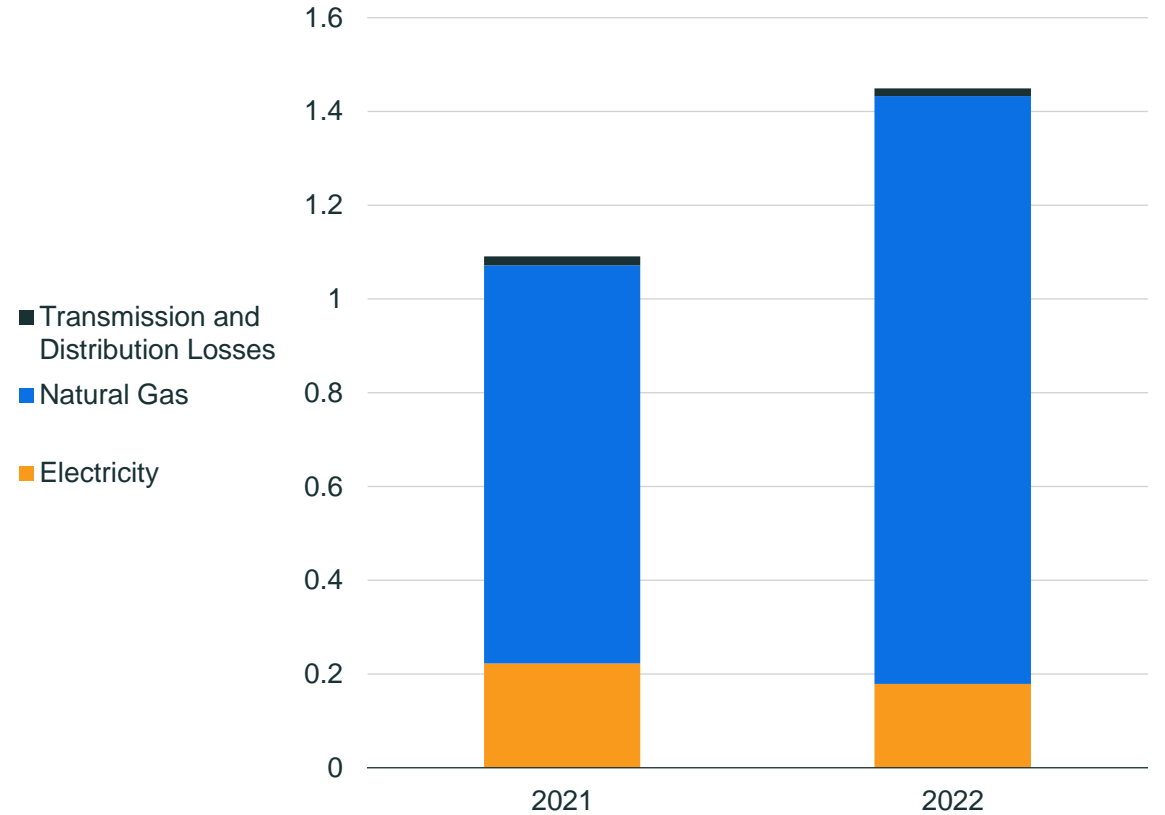
- Building emissions overall increased by 32.8% compared to YE2021.
- The increase is due to Natural Gas increasing by 47.7% despite a decrease in Electricity emissions of 19.7%.

Buildings	2021	2022
Electricity	0.2	0.2
Natural Gas	0.8	1.3
Transmission and Distribution Losses	0.02	0.02
<b>Total</b>	<b>1.1</b>	<b>1.4</b>



All rows and tables are rounded to one decimal place. This may lead to slight discrepancies in totals within the report.

Buildings emissions for year ending 2021 and 2022, tCO<sub>2</sub>e





# Carbon footprint.

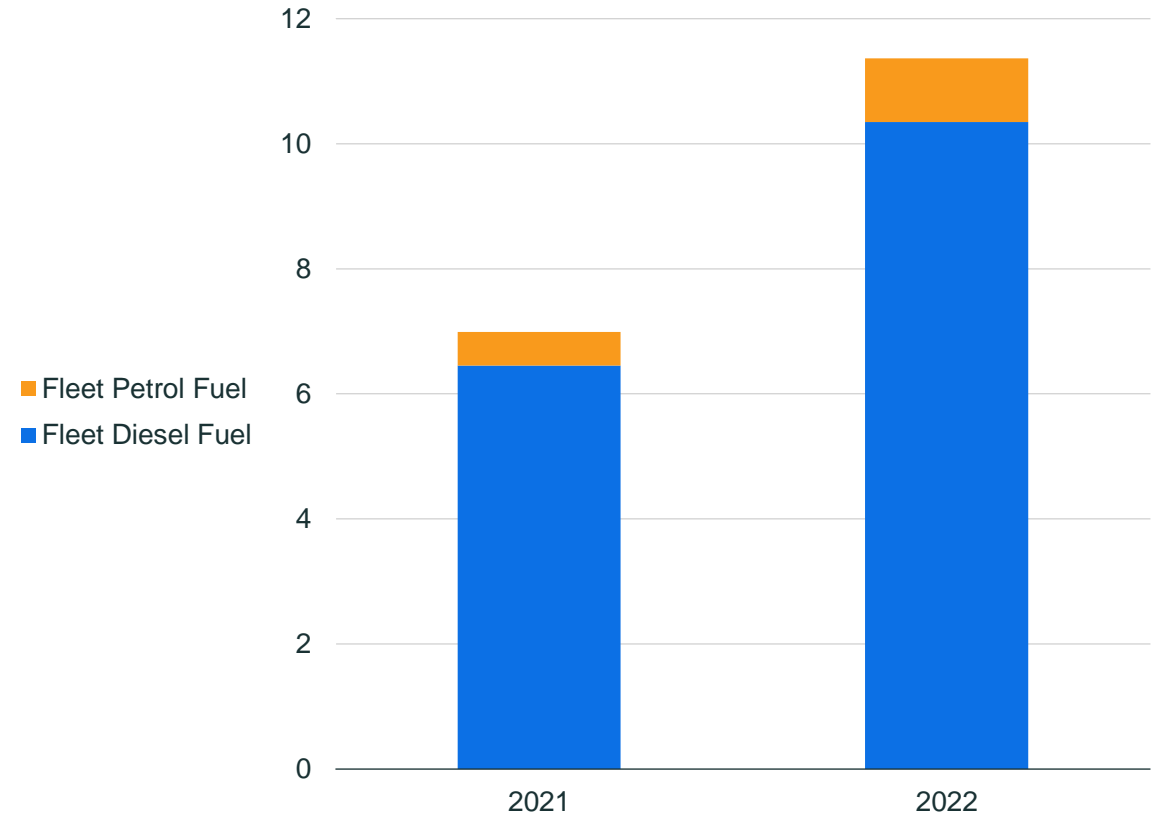
## Fleet TRAVEL

### Notes:

- Both petrol and diesel emissions increases since YE2021, with diesel increasing the most at 60.3%
- This is mostly due to a 64.9% increase in liters of diesel used in vehicle reg PS02DEC. Further investigation needs to be carried out to ensure the data supplied is correct.

<b>Fleet Travel</b>	<b>2021</b>	<b>2022</b>
Fleet Diesel Fuel	6.5	10.3
Fleet Petrol Fuel	0.5	1.0
<b>Total</b>	<b>7.0</b>	<b>11.4</b>

Fleet travel emissions for year ending 2021 and 2022, tCO<sub>2</sub>e



All rows and tables are rounded to one decimal place. This may lead to slight discrepancies in totals within the report.



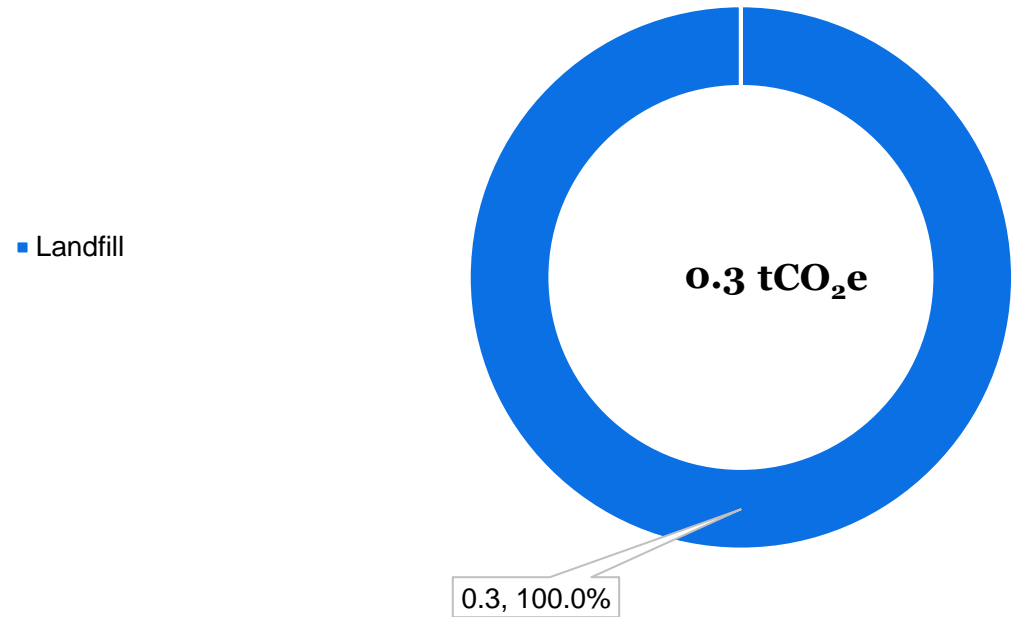


# Carbon footprint.

WASTE

Waste	tCO <sub>2</sub> e	%
Landfill	0.3	100.0
<b>Total</b>	<b>0.3</b>	<b>100.0</b>

Waste emissions for year ending 2022, tCO<sub>2</sub>e



All rows and tables are rounded to one decimal place. This may lead to slight discrepancies in totals within the report.

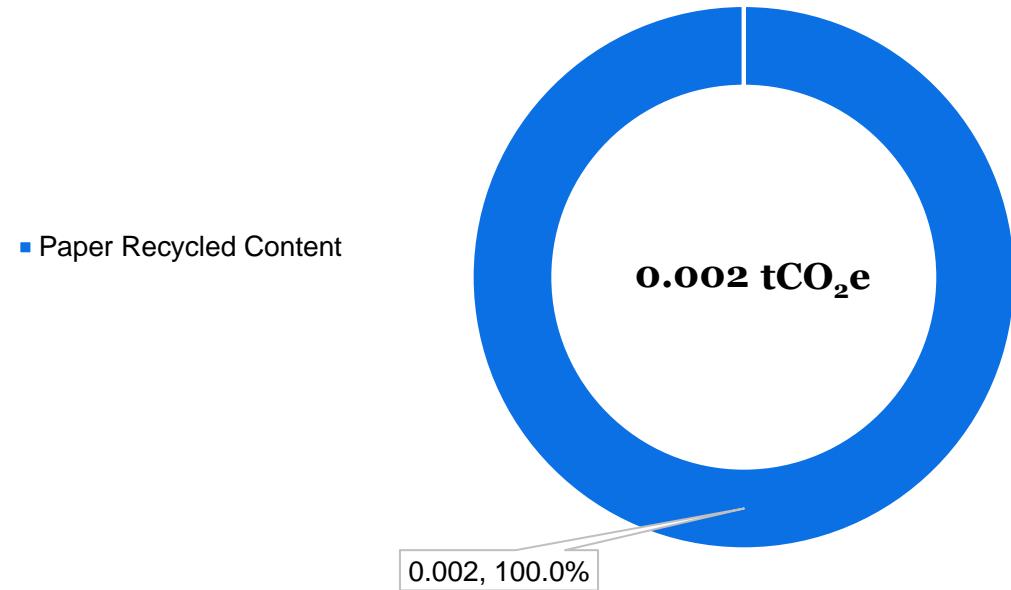


# Carbon footprint.

## PROCUREMENT

Paper	tCO <sub>2</sub> e	%
Paper Recycled Content	0.002	100.0
<b>Total</b>	<b>0.002</b>	<b>100.0</b>

### Procurement emissions for year ending 2022, tCO<sub>2</sub>e



All rows and tables are rounded to one decimal place. This may lead to slight discrepancies in totals within the report.

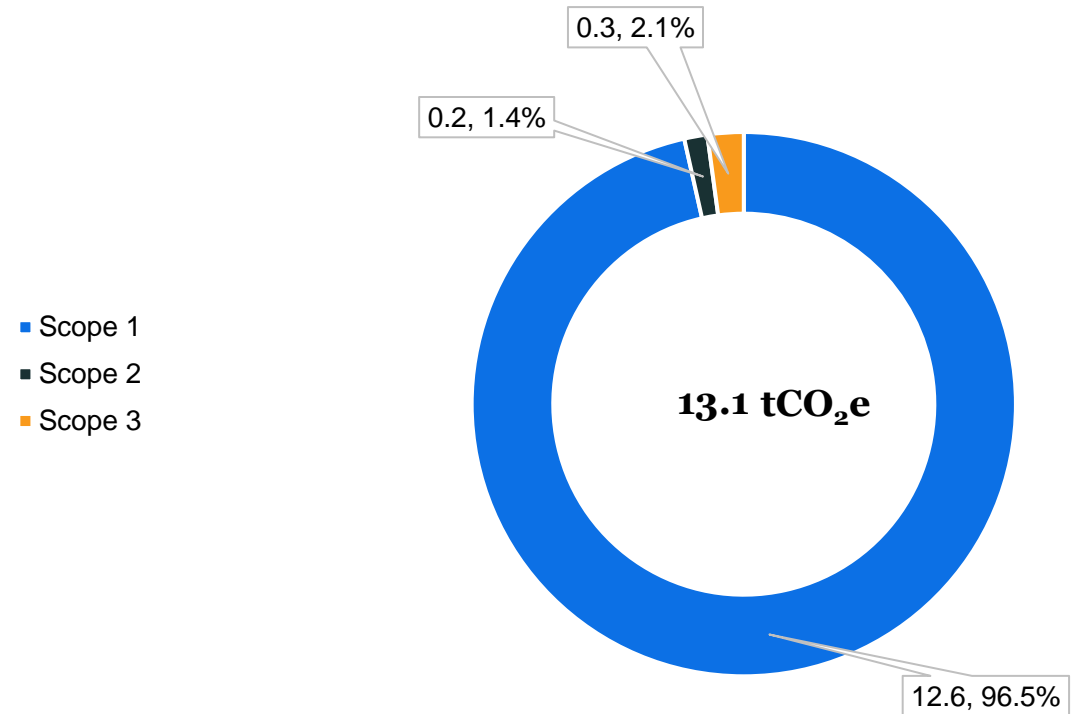


# Total carbon footprint.

BY SCOPE

Scope	tCO <sub>2</sub> e	%
Scope 1	12.6	96.5
Scope 2	0.2	1.4
Scope 3	0.3	2.1
<b>Total</b>	<b>13.1</b>	<b>100.0</b>

Total carbon emissions by scope for year ending 2022, tCO<sub>2</sub>e



All rows and tables are rounded to one decimal place. This may lead to slight discrepancies in totals within the report.



# Carbon footprint.

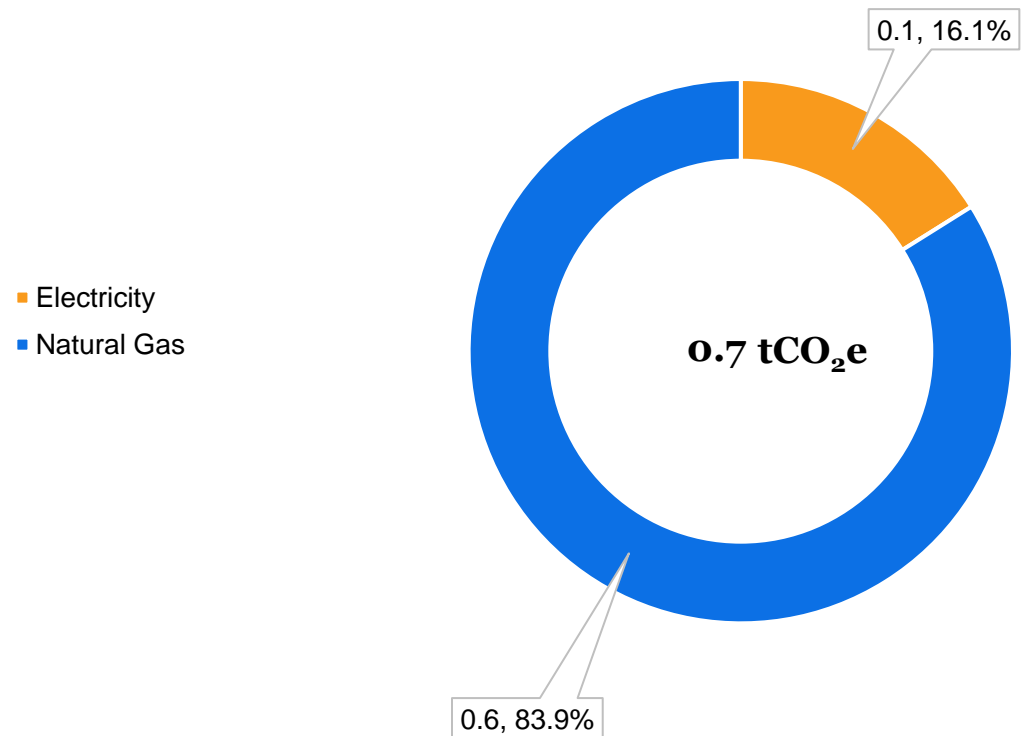
## HOME OFFICE

### Notes:

- Due to the uncertainties surrounding Home Office emissions, and the fact that commuting emissions have not been calculated as part of your footprint, these figures are provided for information only in order to give an indication of the scale of the impact associated with home office energy consumption. They have not been included in your carbon footprint total.

Homeworking	tCO <sub>2</sub> e	%
Electricity	0.1	16.1
Natural Gas	0.6	83.9
<b>Total</b>	<b>0.7</b>	<b>100.0</b>

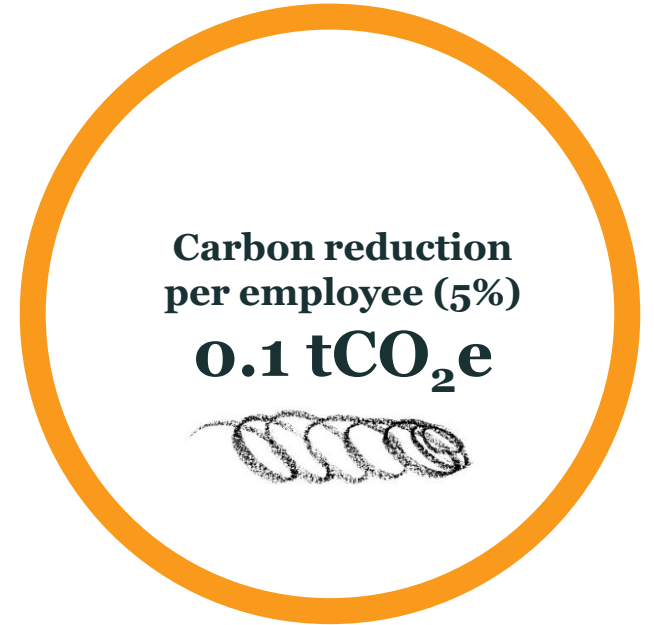
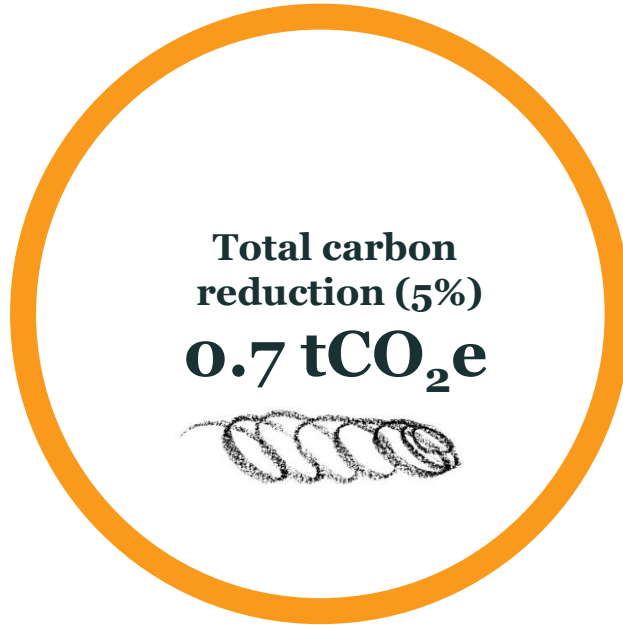
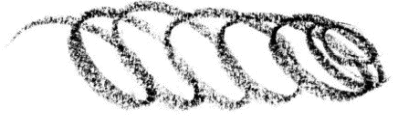
### Homeworking emissions for year ending 2022, tCO<sub>2</sub>e



All rows and tables are rounded to one decimal place. This may lead to slight discrepancies in totals within the report.



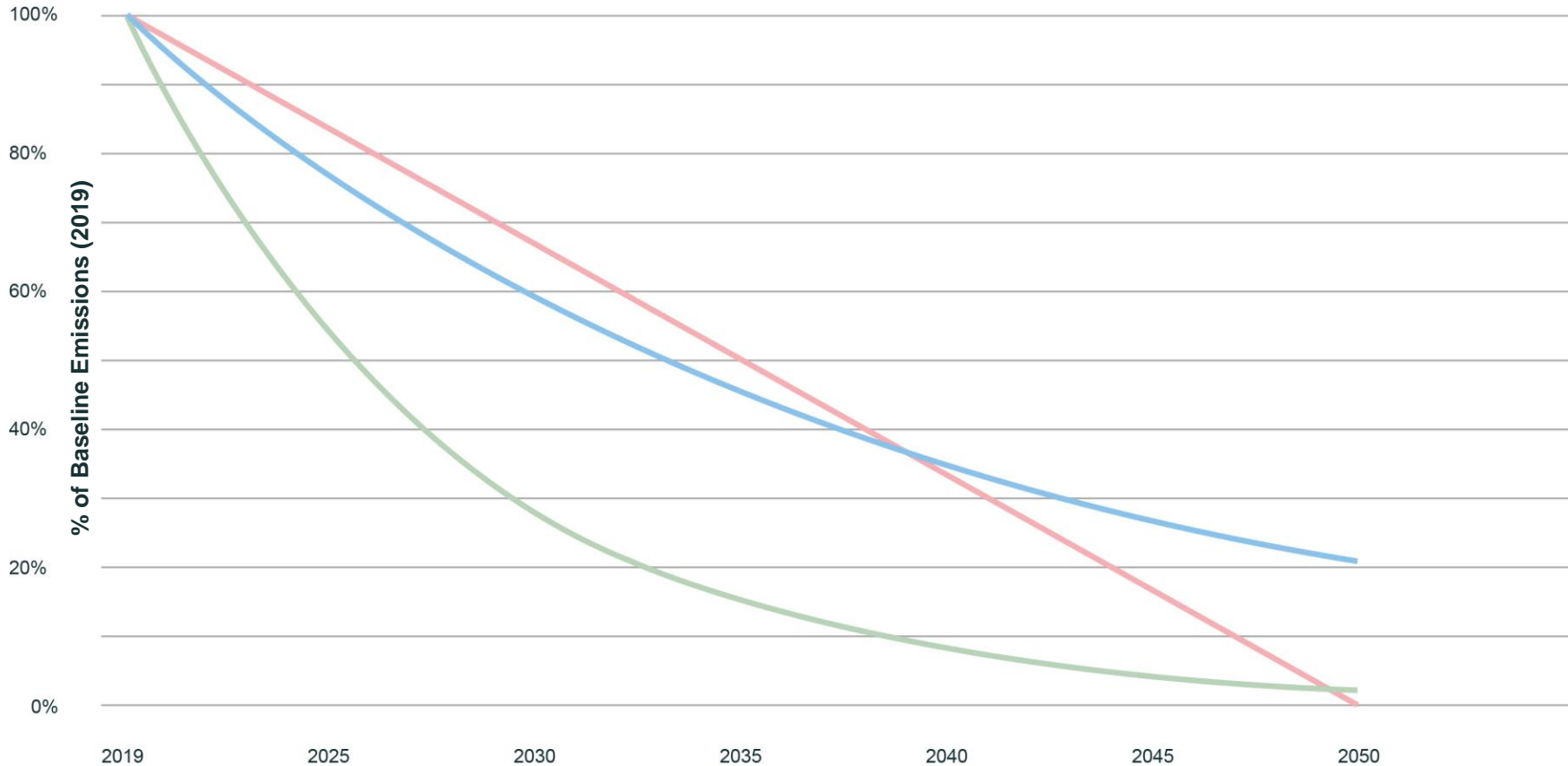
# Looking ahead. Targets for next year.





# Target setting.

## A Decade of Action: Pathways to Net Zero through varying emissions reduction trajectories



**Planet Mark 5% annual reduction**

- 5% year on year reduction is the minimum annual reduction recommended by the Planet Mark.

**Planet Mark 12% annual reduction**

- 12% year on year reduction is based on the mean average reduction achieved by the Planet Mark holders in Ye2019.
- A 12% year on year reduction from a 2019 baseline will set you on track to meet the UK target Net Zero by 2050.

**Net Zero 2050**



# Step two.

## ENGAGE

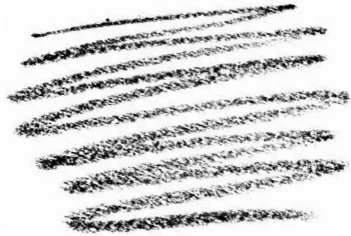




# Workshops.

Our engagement experts will help unlock your employees' passion to innovate and take ownership of their environmental impacts.

Together, we celebrate every commitment and champion every success, providing positive reassurance to help you drive change from within.



Workshop	Description
<b>Sustainability Energiser</b>	A 1 hour session for everyone in the business. It raises awareness about sustainability, the business case for acting on climate change and the carbon footprint of the company. Includes brainstorm session inviting participants to come up with solutions.
<b>Sustainability Plan Workshop</b>	A 3 hour session which lifts the lid on operational carbon emissions, supporting a brainstorming sessions to understand impacts and consider actions that can make a material difference. Participants leave with a one-year Sustainability Plan with SMART targets, roles and responsibilities.
<b>Business Sustainability Essentials Training</b>	A 3 hour session covering the basics of business sustainability and the role your employees can adopt in driving change from within. Offered as both public and private event.
<b>Stakeholder Engagement Workshop</b>	A 30min-1 hour session, focussing on the member's sustainability journey to date, ambitions ahead with the view to encourage their suppliers/customers to join. Q&As, networking opportunity.



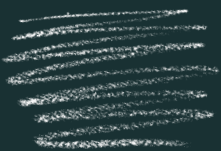


# The Eden Project

## *PARTNERSHIP*

At Planet Mark, we recognise that we need nature to address the greatest challenges of our time.

The Eden Project, an educational charity, connects us with each other and the living world, exploring how we can work towards a better future. We are proud to donate funds to support the Eden Project.





# Cool Earth

## PARTNERSHIP

Protecting our rainforests is one of our best lines of defence against climate change.

- Cool Earth is helping rainforest communities to protect nearly 100,000 hectares of biodiversity rich rainforest across three continents.
- Behind this huge milestone are thousands of families whose futures have been transformed.
- We have protected one acre of Peruvian rainforest in your company name.





# Step three.

COMMUNICATE



# Communicating your international influence.

The Sustainable Development Goals (SDGs), also known as the Global Goals, are a collection of 17 interrelated goals set by the United Nations. They cover a broad range of social and economic development issues. These include poverty, hunger, health, education, climate change, gender, equality, water, sanitation, energy.

By measuring and reducing your carbon footprint with the Planet Mark, you can directly and measurably contribute to up to 9 SDGs addressing 18 SDG targets.

Contributing towards

**7 SDGs**





# SDG alignment.



**6** CLEAN WATER AND SANITATION

6.6 - Acre of rainforest protected

**9** INDUSTRY, INNOVATION AND INFRASTRUCTURE

9.4 - Reduction in electricity use

**13** CLIMATE ACTION

13.3 - Acre of rainforest protected, storing 260 tCO<sub>2</sub>  
13.3 - Donation to the Eden Project

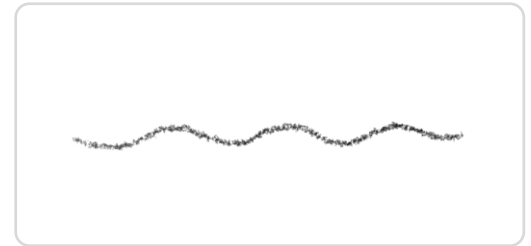
**7** AFFORDABLE AND CLEAN ENERGY

7.3 - Reduction in electricity use

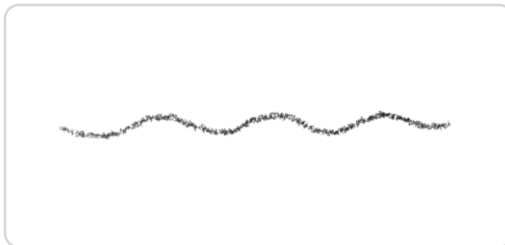
**11** SUSTAINABLE CITIES AND COMMUNITIES

11.6 - Measured carbon emissions  
11.4 - Donation to the Eden Project  
11.4 - Acre of rainforest protected

**14** LIFE BELOW WATER



**8** DECENT WORK AND ECONOMIC GROWTH



**12** RESPONSIBLE CONSUMPTION AND PRODUCTION

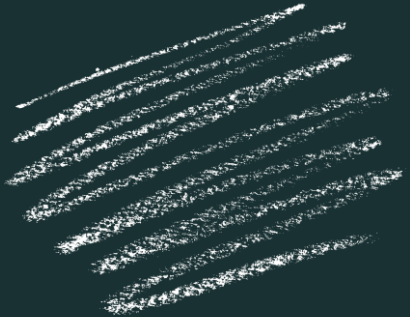
12.6 - Measured carbon emissions

**15** LIFE ON LAND

15.2 - Acre of rainforest protected, storing 260 tCO<sub>2</sub>



# 5 ways to accelerate your sustainability journey.



## 1. Review our recommendations

**Guidance for general best practice:** See the Appendix of this report for recommendations to do with Data Collection & Quality, Building, Waste, Travel, Paper, Staff Engagement and Supplier Engagement.

## 2. Join our online community

**Planet Mark online community platform:** If you haven't already, invite your team to join our exclusive member-only community platform, where you can check out inspirational initiatives to implement in your own organisation and collaborate with other Planet Mark Members. Join [here](#).

## 3. Use our toolkits & resources

**Toolkits & Guides:** Go to our Members Area on our [website](#) and make use of resources available to Planet Mark members.

## 4. Connect with us

**Social media channels:** We're active across social media and would love to help share your sustainability stories across our platform, just connect and tag us please!

## 5. Need more support?

**We can help.** We are here to support on your sustainability journey, no matter where you're at. If you're on a path to net zero, we have a suite of Net Zero [Solutions](#) to offer. If you want further stakeholder engagement support, browse our list of workshops [here](#) or just get in touch to discuss.



# Data Report.

APPENDIX



Current										
01 April 2020 to 31 March 2021                      01 April 2021 to 31 March 2022										
Source	Scope	Unit	Amount	tCO <sub>2</sub> e	Amount	tCO <sub>2</sub> e	tCO <sub>2</sub> e normalised	% Change in tCO <sub>2</sub> e from previous year	% total carbon footprint	% Change in amounts from previous year
<b>Buildings</b>										
Electricity (location based)	2	kWh	957.0	0.2	844.2	0.2	0.2	-20%	1%	-12%
Electricity (market based)	2	kWh	-	-	844.2	0	0	-	-	-
Natural Gas	1	kWh	4,616.1	0.8	6,845.3	1.3	1.3	48%	10%	48%
Transmission and Distribution Losses	3	kWh	957.0	0.02	844.2	0.02	0.02	-17%	0.1%	-12%
<b>Procurement</b>										
Paper Recycled Content	3	tonnes	-	-	0.002	0.002	0.0	-	0.01%	-
<b>Travel</b>										
Fleet Diesel Fuel	1	litres	2,535.0	6.5	4,118.3	10.3	10.3	60%	79%	62%
Fleet Petrol Fuel	1	litres	246.4	0.5	465.8	1.0	1.0	91%	8%	89%
<b>Waste</b>										
Landfill	3	tonnes	-	-	0.6	0.3	0.0	-	2%	-
<b>Location Based</b>										
<b>Total</b>				<b>8.1</b>		<b>13.1</b>	<b>12.8</b>	<b>59%</b>		
No. employees		Number		6.0		5.5	5.5			
<b>Total per employee</b>				<b>1.3</b>		<b>2.4</b>	<b>2.3</b>	<b>73%</b>		
Turnover £m		£m		0.2		0.3	0.3			
<b>Total per £m</b>				<b>35.5</b>		<b>41.7</b>	<b>40.8</b>	<b>15%</b>		
Total floor space		m <sup>2</sup>		35.0		35.0	35			
<b>Building emissions per m<sup>2</sup></b>				<b>0.03</b>		<b>0.04</b>	<b>0.04</b>	<b>33%</b>		
<b>Market Based</b>										
<b>Total</b>				<b>-</b>		<b>12.9</b>	<b>12.6</b>	<b>-</b>		
No. employees		Number		6.0		5.5	5.5			
<b>Total per employee</b>				<b>-</b>		<b>2.3</b>	<b>2.3</b>	<b>-</b>		
Turnover £m		£m		0.2		0.3	0.3			
<b>Total per £m</b>				<b>-</b>		<b>41.1</b>	<b>40.3</b>	<b>-</b>		
Total floor space		m <sup>2</sup>		35.0		35.0	35			
<b>Building emissions per m<sup>2</sup></b>				<b>-</b>		<b>0.04</b>	<b>0.04</b>	<b>-</b>		

All rows and tables are rounded to one decimal place. This may lead to slight discrepancies in totals within the report.





# About this report – General.

<b>Company Name</b>	P&S Timbrell Decorators
<b>Sector</b>	Construction
<b>Reporting Period</b>	01 April 2021 to 31 March 2022
<b>Year Of Certification</b>	3rd
<b>Reporting Boundary</b>	Deanfield New Road North Nibley, GL11 6DR
<b>Emission sources included</b>	Electricity, Natural Gas, Waste, Fleet, Paper, Homeworking (Excluded from footprint)
<b>Total FTE Employees (annual average no.)</b>	6
<b>Total Internal Floorspace (m<sup>2</sup>)</b>	35
<b>Data Collection Lead</b>	Carolyn Timbrell, Company Director, <a href="mailto:carolyntimbrell@gmail.com">carolyntimbrell@gmail.com</a>
<b>Significant reporting changes</b>	None
<b>Baseline Conversion Factor</b>	BEIS 2021
<b>Current Conversion Factor</b>	BEIS 2022
<b>Methodology</b>	We follow the GHG Protocol for Corporate Emission Reporting and The National TOMs Framework for Social Value Reporting. Refer to Planet Mark Code of Practice for detailed information on the methodology and standards used in the preparation of this report
<b>Community Project</b>	Contributions to the Eden Project and to Cool Earth's Asháninka community rainforest project have been made as part of Planet Mark Certification
<b>Prepared by</b>	Ashley Wichelow, Senior Sustainability Consultant, Planet Mark
<b>Checked by</b>	Jamie Beevor, Head of Technical, Planet Mark Rima Trofimovaite, Head of Certification, Planet Mark
<b>Date</b>	25 November 2022



# About this report – Caveats (i).

Operational Boundary	Scope	Unit	Data Source	Data Accuracy	Comments, omissions, estimates or extrapolations	Organisational Boundary
<b>Electricity</b>	2 and 3	kWh	Primary source - invoices	Actual and estimated meter reads with some extrapolation to match reporting period	Consumption apportioned by clients office floor area. Extrapolated start and end date in order to match the reporting period.  Your scope 2 electricity emissions are reported in two ways; one is using the location based method and the other the market based method. Location based electricity emissions have been calculated using carbon emission factors for average UK national grid electricity and market based electricity emissions have been calculated using carbon emission factors for your specific electricity supply fuel mix as published on your supplier's website for electricity supplied in the period April 2021 to March 2022.	Head Office
<b>Natural gas</b>	1	kWh	Primary source - invoices	Actual and estimated meter reads	Consumption apportioned by clients office floor area. Extrapolated start and end date in order to match the reporting period	Head Office
<b>Water supply &amp; treatment</b>	3	m <sup>3</sup>	None	None	No data available	Head Office
<b>Homeworking energy</b>	3	kWh	Secondary source - Planet Mark homeworking energy calculation tool	Estimated	Includes additional electricity and space heating energy consumption as a result of working from home. We calculate energy consumption due to homeworking in each month of the reporting period based on the number of FTE who work from home. Space heating energy consumption in each month is derived from a Planet Mark degree day analysis using average UK energy consumption for a gas heated home. Monthly electricity consumption takes into account the electricity needed for a home office plus some other ancillary demand.	Head Office

Note: unless otherwise stated in the report all electricity emissions are location based (i.e. calculated using carbon emission factors for average UK national grid electricity). Do let us know if your electricity is from 100% renewable energy and we will provide dual reporting to show both market based and location based electricity emissions.



# About this report – Caveats (ii).

Operational Boundary	Scope	Unit	Data Source	Data Accuracy	Comments, omissions, estimates or extrapolations	Organisational Boundary
<b>Fleet vehicles</b>	1	km	Primary source - expense claims	Estimated	Client not able to provide all evidence for fleet. Therefore evidence does not match submission as there are data missing. Only cost provided, since we are working with the cost of fuel, we have calculated the average price per litre for the reporting period (Q2 2021-Q1 2022) and made an estimate of how many litres of fuel were used.	Head Office
<b>Waste Landfill</b>	3	tonnes	Secondary source - data submission report	Estimated	Client unable to provide evidence. Waste has therefore been estimated by client.	Head Office
<b>Procurement - paper</b>	3	tonnes	Primary source - invoices	Estimated	Client unable to provide evidence. Paper has therefore been estimated by client.	Head Office
<b>Headcount</b>		no.	Primary source - note from Company Director	Actual	We have used annual average full time equivalent employees. Part time employees assumed to work 20 hours a week. We assume headcount only includes active employees (i.e. excludes employees on furlough).	Head Office
<b>Turnover</b>		£	None	None	Client unable to provide turnover	Head Office

Note: unless otherwise stated in the report all electricity emissions are location based (i.e. calculated using carbon emission factors for average UK national grid electricity). Do let us know if your electricity is from 100% renewable energy and we will provide dual reporting to show both market based and location based electricity emissions.



# About this report – Caveats (iii).

Operational Boundary	Scope	Unit	Data Source	Data Accuracy	Comments, omissions, estimates or extrapolations	Organisational Boundary
Floor Area		m <sup>2</sup>	Secondary source - data submission form	Assumed Actual	None	Head Office
Normalisation					Year- on- year comparison was normalised to exclude waste and paper as this was reported for the first time in 2021.	Head Office

Note: unless otherwise stated in the report all electricity emissions are location based (i.e. calculated using carbon emission factors for average UK national grid electricity). Do let us know if your electricity is from 100% renewable energy and we will provide dual reporting to show both market based and location based electricity emissions.



# About this report.

## Data Quality.

### Data quality score

The data quality score is based on the 'Data Quality Matrix' in the Planet Mark Code of Practice and provides an indication of data assurance when using information in this report in your business.

	Previous Year	01 April 2021 to 31 March 2022	Definition
Relevance of boundary	3	3	Boundary accurately reflects the majority of the business carbon footprint for studied period.
Data completeness	2	2	Less than 12 months of data provided but all GHG emission sources within the boundary accounted for.
Transparency	2	2	Data collection procedure insufficiently disclosed, partial disclosure of assumptions.
Data accuracy	2	2	Qualified estimate, few efforts to reduce uncertainties. Some estimated meter readings and sampled/estimated data.
Consistency	2	2	Largely consistent or improved boundary and data completeness with no documentation of changes made.
<b>Total score</b>	<b>11 out of 20</b>	<b>11 out of 20</b>	

**As a way to improve your data quality score for future reports, it is recommended:**

- To ensure actual meter reads for the entirety of the reporting boundary for utilities;
- To record actual waste weight and track the disposal method;
- To provide invoices for paper purchases.



# About this report – Caveats – Adjusted Data (i).

**Notes:** Data for the periods shown below has been interpolated or extrapolated as indicated in the table.

Emission Source	Scope	Site	Data Source	Data Accuracy	Date From	Date To	No. of Days	Adjusted Date From	Adjusted Date To	Adjusted No. of Days	Comment
Electricity	2	Head Office	Invoice	Actual meter read	06-04-2021	03-05-2021	28	01-04-2021	03-05-2021	33	Extrapolated in order to match the reporting period
Electricity	2	Head Office	Invoice	Estimated	09-03-2022	30-03-2022	22	09-03-2022	31-03-2022	23	Extrapolated in order to match the reporting period
Gas	1	Head Office	Invoice	Actual meter read	06-04-2021	03-05-2021	28	01-04-2021	03-05-2021	33	Extrapolated in order to match reporting period
Gas	1	Head Office	Invoice	Estimated	04-03-2022	08-03-2022	5	04-03-2022	31-03-2022	28	Extrapolated in order to match reporting period



# Recommendations.

APPENDIX





# Guidance for general best practice.

## Data collection and quality

**Evidence pack:** Collate all relevant invoices in an electronic evidence pack.

**Utilities:** Take readings of all meters on the last day of the month. Investigate the installation of smart meters.

**Headcount:** Ask HR for a table showing monthly full time equivalent headcount for the whole reporting period.

**Fuel:** Introduce fuel cards.

**Travel:** Ask your travel suppliers to provide you with a report detailing mileage and mode of transport so you can accurately add data to your carbon footprint. For non centrally booked travel record mode of travel, destination/origin and distances travelled in expense claim forms.

## Building

**Energy efficiency:** Regular 'energy audits' will help identify where most energy is being used and potential wastage from equipment, lights and heat loss. Investigate the installation of LED, T5 and sensor lighting and the upgrade of heating controls.

## Waste

**Carry out a waste management audit:** To understand what waste you are producing, where it is coming from and what the best route for it would be. Provide plenty of bins for segregating waste correctly and encouraging recycling.

**Engage your waste management supplier** to help you reduce landfill waste and instead increase the proportion that goes to recycling and to energy from waste.





# Guidance for general best practice.

## Water

**Check your meters at night**, or when water is not in use, to monitor leakage.

**Introduce a water use awareness campaign** in communal kitchen areas.

## Travel

**Record all business travel** and promote public transport options for business meetings.

**Arrange safe and fuel efficient driving training** for all drivers. Plan driver routes to finish at their homes.

**Choose fuel efficient vehicles.** Electric or hybrid cars are exempt from various taxes. Subsidies are also available for smallest vehicles. Provide incentives for employees to opt for low carbon cars, and limit choices to those which meet sustainability criteria

**Choose travel management companies**, airlines, taxi companies, couriers and other providers that are Planet Mark certified, and look for clear progress on improving fuel efficiency and pursuing credible, sustainable solutions for travel.

## Paper

**Buy paper from sustainable forests** or recycled content. Ask for FSC or PEFC branded paper as a minimum - ideally with the EU Eco label.

**Choosing recycled content paper**, your carbon emissions from paper use are reduced by 30% but choosing sustainably sourced paper the benefits are more holistic as you support the demand for sustainably managed forests which may otherwise be cut down for a different land use such as agriculture.



# Guidance for general best practice.

## Staff engagement

**Organise annual sustainability workshops.**  
Carry out an energy awareness and 'switch off' campaign.

## Supplier engagement

**Explore your possibilities and choose consciously.** Check the [Planet Mark website](#) for companies that are currently engaged on reducing their carbon footprint.

# A BRIGHTER future.



# THANK YOU

## Get in touch

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