

Capsticks – Carbon Reduction Plan

August 2022

Our Vision and Commitment

Our vision is to be the firm of choice for those who work to make a difference. We also recognise that, as a firm, we have a responsibility to make a difference. One of our foundational values is doing the right thing. A key part of this is having a Responsible Business strategy that includes environmental sustainability. Doing the right thing means ensuring we do everything possible to reduce our output of greenhouse gases through our infrastructure, processes and systems. We know that with some key changes, we can become a much greener, cleaner firm and play our part as a responsible business.

As a business we are committed to becoming a carbon net zero business by May 2024.

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.

Our baseline emissions are measured from 2019-20, which was the first year the firm was subject to Streamlined Energy and Carbon Reporting. Our year on year emissions since then as reported by SECR are as follows:

Emissions (tCO ₂ e)	2019/20	2020/21	2021/22	tCO ₂ e reduction since baseline year	% reduction since baseline year
Scope 1	0	0		0	0%
Scope 2	362	254		(108)	(30%)
Scope 3	35	2		(33)	(94%)
Total	397	256		(141)	(35%)

Intensity metric per sq m	0.06	0.04		(0.2)	(33%)
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Our year on year consumption since 2018/19 is as follows:

Fuel type (kWh)	2018/19 (ESOS Dec to Dec)	2019/20 (SECR)	2020/21 (SECR)	2021/22	% reduction since 18/19
Grid supplied electricity	1,347,707	1,414,563	1,089,121		(19%)
Gaseous and other fuels	0	0	0		0
Transport	137,745	147,675	8,423		(94%)
Total	1,485,452	1,562,237	1,097,544		(26%)

Emissions Reduction Targets

We are committed to becoming a carbon net zero business by May 2024. To help support us in achieving this, we will be seeking to reduce our intensity metric per sq m by an average of at least 5% annually from 2019-20.

Further progress against these targets will be updated once we have our SECR figures for 2021-22.

Carbon Reduction Projects

As a business we have implemented the following environmental measures and projects since the 2019 baseline:

- established a Responsible Business committee that has oversight of the target to reach carbon net zero by May 2024 and achieve the highest possible standards of environmental sustainability.
- invested in video-conferencing, e-signature/e-bundle technology and IT equipment to help improve connectivity and better support the hybrid working model we have adopted, reduce our carbon footprint and the need for travel to or between our offices and those of our clients.
- in our Birmingham, Leeds and London offices, we now recycle almost all of our waste. Any waste that cannot be recycled is sent to generate green energy rather than sent to landfill.
- our energy supply for our Birmingham and Winchester offices is now wholly sourced from renewable sources.
- introduced a range of incentives to support everyone who works at Capsticks to make more sustainable choices at home and at work and encourage greener living, which includes:
 - ensuring our pension provider is “A”- rated for its environmental, social and governance (ESG) credentials and which has been independently described as the “standout performer” for ESG;

- increasing the allowance for our Cycle to Work Scheme to encourage more people to cycle to work;
 - introducing a salary sacrifice Electric Car Scheme to support individuals who want to switch to an electric car;
 - introducing a trial partnership with Climate Perk to offer members of the firm up to two paid “journey days” to use more sustainable travel options without losing annual leave days (i.e. train travel instead of flights).
- become a paper-lite business, with energy saving measures in place in all of our offices.
 - worked with Computer Aid to donate our used electronic equipment so these can be reused.
 - become members of the Legal Sustainability Alliance, the leading sustainability network for law firms and the UK legal sector.
 - partnered with Ecsophere Plus to offset any emissions that we cannot immediately reduce and are pleased to support one of their key sustainability projects.

But we recognise that there’s more that we need to do and that it’s an ongoing process, so looking ahead we:

- are working towards the ISO 14001 environmental management accreditation.
- have made a commitment to transfer the energy supply for all our offices to wholly renewable by April 2023.
- aim to maximise the recycling of all the materials we use and waste generated by our offices.
- are auditing our suppliers to ensure that, wherever possible, we are partnering with sustainable providers who are committed to the same goals as we are in relation to environmental sustainability.
- will be signing up to the Net Zero Alliance.

Declaration and Sign Off

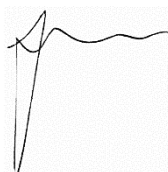
The Capsticks Carbon Reduction Plan has been completed in accordance with PPN 06/21 and associated guidance and reporting standard for Carbon Reduction Plans.

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 Chief Operating Officer of the LLP.

Signed on behalf of the Supplier:



Date: 16 August 2022