

2025 Carbon Reduction Plan

4C Associates Ltd

April 2025

Contents

- 1. EXECUTIVE SUMMARY 3**
- 2. COMMITMENT TO ACHIEVING NET ZERO 3**
- 3. BASELINE AND 2024 EMISSIONS FOOTPRINT 4**
 - BASELINE..... 4
 - METHODOLOGY..... 4
 - 2024 EMISSIONS 6
- 4. EMISSIONS REDUCTION TARGETS..... 7**
 - SCIENCE BASED TARGETS (“SBT”) 8
- 5. 4C FOR GOOD: CARBON REDUCTION INITIATIVES..... 8**
 - COMPLETED CARBON REDUCTION INITIATIVES 8
 - RENEWABLE ELECTRICITY AND ENERGY EFFICIENCY 9
 - SUPPLIER INITIATIVES 9
 - CARBON OFFSET INITIATIVES 10
 - FUTURE INITIATIVES 10
- 6. DECLARATION AND SIGN OFF 10**

1. EXECUTIVE SUMMARY

In 2024, 4C achieved a 75% reduction in emissions per £m revenue compared to our 2020 baseline, and a 37% absolute reduction. This reflects our commitment to focus on environmental impact alongside growth.

Our journey toward Net Zero is guided by science-based targets, B Corp principles, and a practical, people-first approach. We've implemented low-carbon travel policies, transitioned to e-SIMs and donated IT equipment.

Looking ahead, our focus shifts to Scope 3 emissions—particularly supplier engagement and selection practices. We'll pilot carbon audits with key vendors, expand circular economy initiatives, and continue offsetting residual emissions via Ecologi.

As a growing company, we now report both absolute and intensity-based metrics, enabling transparent tracking of progress while scaling responsibly.

Metric	2020 Baseline	2024 Actual	% Change
Scope 1 & 2 (tCO ₂ e)	0.41	0.42	↑2%
Scope 3 (tCO ₂ e)	559.6	349.8	↓ 37%
Total emissions (tCO ₂ e)	560.01	350.22	↓ 37%
Emissions per £m revenue	78.9	19.7	↓ 75%
Emissions per FTE/resource	9	3.2	↓ 64%

2. COMMITMENT TO ACHIEVING NET ZERO

4C Associates and 4C Associates BV ("4C") remains committed to operate sustainably in all we do. Building on our record of being carbon neutral since 2020, we continue our journey towards achieving Net Zero emissions by 2030. As a certified B Corporation aligned with the UN Sustainable Development Goals and the Paris Agreement, our dedication to continually reduce our greenhouse gas ("GHG") emissions is reflected through our strategic action.

We follow and promote good sustainability practices through our operations, as well as helping our clients work towards Net Zero.

4C's Carbon Reduction Plan is delivered by our '4C for Good' team, who ensure that all our operational practices not only reduce our carbon footprint but also promote broader sustainable practices across our business and in our client engagements.

Our carbon emissions are calculated using technology from our sister [FourCentric](#) company [Anvil Analytical](#) and are aligned to British Standards. 4C is committed to ensuring we continue to measure and monitor our GHG emissions and seeks opportunities to remove or reduce the creation of these by:

1. Measuring 100% of the organisation's GHG emissions
2. Removing or reducing GHG emissions as far as possible
3. Ensuring that remaining emissions will continue to be offset through certified projects

3. BASELINE AND 2024 EMISSIONS FOOTPRINT

Baseline

Baseline emissions represent the total GHG output generated before any reduction strategies were implemented. They serve as the benchmark against which reductions are measured. For 4C, 2020 is our baseline year—a period notably influenced by reduced travel due to the global Covid-19 pandemic.

2024 turnover is 156% higher than the baseline year, reflecting more client delivery by a larger team.

Methodology

Our methodology for calculating carbon emissions includes all scope 1, 2 and 3 emissions for the entirety of the year (January-December).

The GHG Protocol has been selected as one of the most recognised and frequently applied standards to quantify the climate impact of corporations and as such is explicitly endorsed by PAS 2060. 4C's carbon footprint was quantified in line with the GHG Protocol as outlined in the following documents:

- GHG protocol Corporate Standard
- GHG Protocol Scope 2 Guidance
- GHG Protocol Corporate Value Chain (scope 3)

Data sources

To ensure the highest level of accuracy in quantifying our carbon emissions, we have carefully selected a combination of primary and secondary data sources. By utilising direct measurements for key operational metrics alongside reputable emission factors from authoritative sources, our goal is to provide a precise and comprehensive account of our GHG footprint.

- Our primary data is sourced from direct measurements of electricity and gas usage, business travel, and procurement activities.
- Our secondary data is derived from emission factors provided by DEFRA, CenSA, and national commuting statistics.

Scope 1 emissions

No scope 1 emissions were present in 4C operations as we, as a business, do not generate any GHG emissions directly.

Scope 2 emissions

These were quantified by the consumption of electricity and gas at company facilities.

- Emissions due to electricity usage were calculated using market-based methodology with electricity all purchased from renewable sources.
- Emissions due to gas usage were calculated using location-based methodology.

Scope 3 emissions

All our scope 3 emissions can be categorised under the following three categories:

- Category 1 – Purchased goods and services
- Category 6 – Business travel
- Category 7 – Employee commuting

The following categories are not relevant for our business as we have no manufacturing or transportation capabilities.

- Category 4 - Upstream transportation and distribution
- Category 5 - Waste generated in operations (all fully depreciated IT was donated to be used in schools)
- Category 9 - Downstream transportation and distribution

For Categories 1 and 6, we employed a spend-based methodology for our emissions calculations. Prior to 2023, we relied on an average-based approach for Category 7; however, since 2023, we have transitioned to using a comprehensive commuting survey, resulting in more accurate data for employee commuting emissions.

2024 emissions

In 2024 our carbon emissions decreased to 350.21 tCO₂e resulting in 239.28 tCO₂e decrease (37%) from the baseline year in actual terms, and a reduction in emissions per £1m turnover of 75%.

Baseline Year Emissions: 2020

EMMISSIONS	TOTAL (tCO ₂ e)
Scope 1	0
Scope 2	0.41 Electricity Usage Emissions: 0 mtCO ₂ e Gas Usage Emissions: 0.41 mtCO ₂ e (Pre-offset)
Scope 3 (Included Sources)	559.59 Category 1 - Purchased Goods and Services emissions: 509.47 mtCO ₂ e Category 6 - Business Travel emissions: 42.92 mtCO ₂ e Category 7 - Employee Commuting emissions: 7.21 mtCO ₂ e
Total Emissions	560
Emissions per £m revenue	78.9

Reporting Year: 2024

EMMISSIONS	TOTAL (tCO ₂ e)
Scope 1	0
Scope 2	0.42 Electricity Usage Emissions: 0 mtCO ₂ e Gas Usage Emissions: 0.42 mtCO ₂ e (Pre-offset)
Scope 3 (Included Sources)	349.79 Category 1 - Purchased Goods and Services emissions: 316.26 mtCO ₂ e Category 6 - Business Travel emissions: 19.06 mtCO ₂ e Category 7 - Employee Commuting emissions: 14.47 mtCO ₂ e
Total Emissions revenue	350.21
Emissions per £m revenue	19.2

Net Zero Forecast

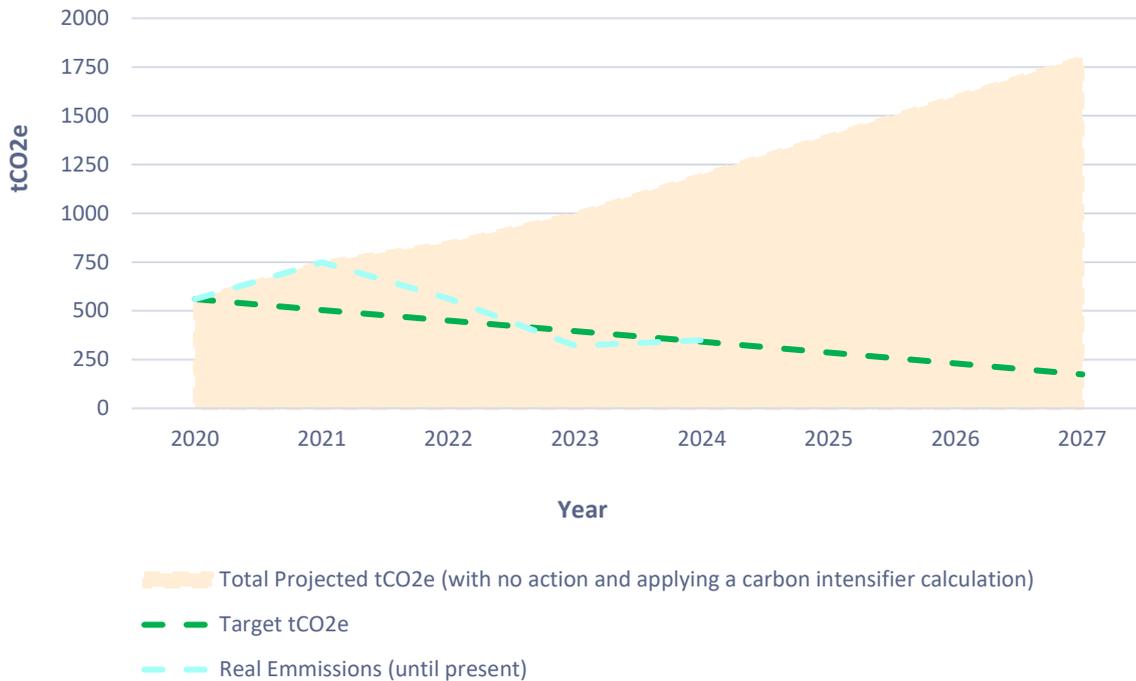


Figure 1: Forecasted view with no action vs our target plan

4. EMISSIONS REDUCTION TARGETS

In 2024, we reviewed our Carbon Reduction targets to ensure they remain both ambitious and viable, aligning with our continued growth objectives. With a 151% growth in revenue since the baseline year, we have retained our Net Zero target, but are also now tracking emissions per £m revenue and full time employee/resource.

As a global consultancy, business travel constitutes a significant share of our emissions; 2023 marked the first reporting year with travel at pre-pandemic levels.

To continue our progress to achieving Net Zero, 4C has adopted carbon reduction phased targets against the 2020 baseline for all its operations:

1. 25% reduction in GHG emissions (Scope 2) per full-time employee by the end of 2025. We are working with the building managers to continually reduce emissions and ensure company policies and practices ensure the best use of our office facilities to minimise emissions. In 2024 emissions per full-time employee reduced by 35% compared to the baseline year, significantly head of our target.

2. 60% (323.25 tCO₂e) reduction in Scope 3 emissions per full-time employee/resource by the end of 2027. This will be delivered through a phased supply chain approach, working with key suppliers on carbon reduction activities. In 2024 we reduced scope 3 emissions per full time resource by 65%, however with more growth forecast there is more to do to ensure we continue to reduce Scope 3 emissions to hit our absolute targets.

Science based targets (“SBT”)

4C has committed to Science-Based Targets (SBTs) with the goal of achieving Net Zero by 2030. This initiative, a collaboration among the Carbon Disclosure Project, the United Nations Global Compact, the World Resources Institute, and the Worldwide Fund for Nature, mandates that we report our carbon output annually. We will use this data to drive sustainable initiatives internally and in partnership with key suppliers.

This pledge is a critical step in meeting the Paris Agreement’s objectives—limiting global warming to 1.5°C—and provides a clear pathway for monitoring and reducing our GHG emissions.

5. 4C FOR GOOD: CARBON REDUCTION INITIATIVES

Completed carbon reduction initiatives

4C’s Sustainability Programme 4C for Good, takes the organisation from the baseline toward Net Zero implementing sustainable practices. The following environmental management measures and projects have been completed or implemented since the 2020 baseline. It has:

- Implemented the Cycle to work scheme: 4C offers and actively promotes a cycle to work scheme for all employees, encouraging them to use green methods of transportation into the office.
- Encouraged office best practice: 4C has already taken steps to ensure its head office is as sustainable as possible. The energy used in our head office is from a renewable energy provider and we have taken steps in the office to reduce carbon output such as use of energy-efficient light bulbs, food waste reuse and waste recycling.
- Retaining certifications: 4C has signed up for SBTi and is a certified B Corporation, a designation that a business meets high standards of verified performance, accountability, and transparency on factors from employee benefits and charitable giving to supply chain practices and input materials.
- Introduced an Electric car scheme: Available for all employees this encourages the use of greener methods of travel. Our office also has charging points to further encourage the use of greener travel.

- Implemented a new travel policy: Designed to encourage and promote the use of green transport methods and prioritise environmentally certified hotels.
- Introduced an Environment Policy, Supplier Relationship Management and Supplier Code of Conduct.
- Avoiding mandatory office attendance: Post-pandemic we have not set a minimum threshold to ensure emission avoidance where travel is not required.
- Waste/recycling segregation initiatives: We have implemented waste management and recycling segregation initiatives across our office, ensuring efficient disposal and maximising resource recovery to minimise landfill contributions.
- Moving to e-SIMs so no mobile phone handsets are purchased, removing all 4C generated electronic mobile phone waste.
- Donating fully depreciated computer hardware to the [Turing Trust](#) to provide technology-enabled education in underprivileged schools.
- Analysing travel data to identify high-emission projects/teams to design initiatives to reduce travel requirements.
- Increased local hiring in Europe and using US based Group resources on US projects.
- Review of this CRP and reduction activities to ensure it aligns with our growth strategy.

Renewable electricity and energy efficiency

Where 4C has direct control of contracts, electricity consumed is from renewable sources, resulting in very little Scope 2 emissions. 4C will continue to look at ways of working with its landlord to reduce energy consumption within the head office building. This includes exploring additional initiatives such as energy lights switching off when not in use more frequently, optimising the use of office lighting by encouraging people to sit in the same area so that light/heating can be switched off in parts of the building that are unused or under-utilised from day-to-day. Additionally, 4C ensures all office equipment purchased is energy-efficient, working closely with its IT managed service provider.

Supplier initiatives

We are committed to take a long-term approach to carbon reduction and sustainability and the only way to do this is to work with key stakeholders in the supply base.

4C will undertake further analysis on our supply chain to identify key suppliers to engage with long term to support a collaborative approach to reducing Scope 3 emissions.

Carbon offset initiatives

Whilst science-based targets (“SBT”) do not recognise offsets as a means to achieve reductions, we will continue to compensate for our emissions during our transition to Net Zero. 4C started working with [Ecologi](#) in 2024 to fund schemes that avoid or remove carbon and generate social value. In 2024 4C fully offset our emissions funding peatland restoration and conservation and restoring mangroves in a key biodiversity area.

Future initiatives

4C is actively exploring opportunities to deliver a reduction in its carbon footprint. The 4C for Good programme for 2025 is focused on working with our key suppliers to reduce our Phase 3 emissions.

6. DECLARATION AND SIGN OFF

This Carbon Reduction Plan has been completed in accordance with the government’s Procurement Policy Note 06/21 and associated guidance together with 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 using the appropriate Government emission conversion factors for GHG company reporting.

Scope 1 and Scope 2 emissions have been reported in accordance with Streamlined Energy and Carbon Reporting (SECR) requirements, and the required subset of Scope 3 emissions have been reported in accordance with the published reporting standard for CRPs and the Corporate Value Chain (Scope 3) Standard.

This plan has been reviewed and signed off on behalf of the board of 4C Associates, registered company number 04018096, by:



Jeremy Smith

MD

Date: April 2025

4C Associates Limited is a UK Limited company registered in England and Wales under number 04018096
© 2025. 4C Associates Limited. All rights reserved.
www.4cassociates.com