Astrum

Commercial Cleaning Services

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A Message from the Directors

We are thrilled to share our company's positive attitude towards environmental sustainability and our commitment to achieving net zero emissions. As directors, we recognise the importance of taking bold steps to reduce our carbon footprint and safeguard the health of our planet for future generations.

We believe that every business has a responsibility to prioritise sustainability and take actions that contribute to the greater good. That's why we are proud to announce our progress against our targets to reduce greenhouse gas emissions, eliminate waste, and conserve resources across our operations.

By signing up to the SME Climate Hub, and therefore joining the United Nation's Race to Zero campaign, we have acknowledged the carbon emissions generated through the delivery of our services and committed to reducing our Scope 1 & 2 and Business Travel emissions by 50% by 2030 and achieving Net Zero by 2050.

We are excited to lead by example and inspire others to join us in the fight against climate change. Together, we can make a positive impact on the environment and create a better future for all.

Thank you for your continued support as we work towards achieving our goals.

Background of the Net Zero Scheme

In November 2008, the UK passed the Climate Change Act with an overwhelming majority across political parties. The 2008 Climate Act committed the UK to reducing its greenhouse gas emissions by 80% by 2050 compared to 1990 levels, formed the Committee on Climate Change, and established UK carbon budgets.

In June 2019, this was strengthened, and the UK Government amended the Climate Change Act 2008 by committing the UK to bring all greenhouse gas emissions to net zero by 2050. This is referred to as the UK net zero target.

The UK was the first country to set legally binding carbon budgets, which place restrictions on the total amount of greenhouse gases the UK can emit over five-year periods. To date, six carbon budgets have been set, up to 2037.

Most recently, in November 2022, ahead of COP27, the UK joined the Net Zero Government Initiative as a partner and signatory. This initiative is led by the United States and participants agreed to develop and publish a roadmap laying out how they would bring their government emissions to net zero by 2050.

The Government recognises that for organisations to take action to reduce their emissions they must have the appropriate tools and guidance. Measuring the GHG emissions is the first step to effectively managing them.

Executive Summary

The GHG Corporate Protocol states that all organisations should quantify scope 1 and 2 emissions when reporting and disclosing GHG emissions, while scope 3 emissions quantification is not currently required.

However, many organisations are reaching into their supply chain to understand the full GHG impact of their operations. This is the approach we have taken.

In this report we fully disclose our Scope 1 and 2 emissions, and while we actively work to fully quantify our Scope 3 emissions, we also provide some insights into how we have already made excellent progress in reducing Scope 3 emissions year on year.

Latest Total Emissions

In the latest reporting year, calendar year 2024, under the applicable categories in Scope 1 and 2, Astrum Commercial Services produced just **37.87 tonnes of CO2e**.

This covers our main and satellite offices.

Good New Stories

Coventry Building Society supplier award

Coventry Building Society held its annual Supplier Awards ceremony in November 2024. Astrum was invited to the event and shortlisted for two of the seven awards. The Society partner has in excess of six hundred suppliers, so it was a great honour to be chosen as the Winner in the SME category. This follows winning the Wellbeing category in 2022.

A number of reasons were cited, but the key achievement which led to the award was the planning, implementation, and speed of response to the changing cleaning requirements of the Society during the pandemic. Our outstanding service levels throughout ensured a clean, hygienic, and safe place for the Society's staff to work.

Reduction in fleet size

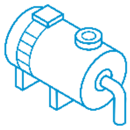
In 2024, we also reduced our fleet size from five vans to by the start of 2025 now only having one van within our fleet. The impact this will have on reducing our carbon emissions will be reflected within next year's 2025 report.

Scope Breakdown

While we have reported only Scope 1 and 2 in this report, we have detailed below where we produce Scope 3 emissions.

Scope 1

- ☑ Fuel Oil at our Head Office
- ☑ Company Owned Vehicles




Scope 2

- ☑ Electricity at our offices

Scope 3

- ☑ Business Travel
- ☑ Employee Commuting
- ☑ Purchased Goods & Services
- ☑ Transportation & Distribution
- ☑ Waste
- ☑ Water



Method of Data Collection

Data has been obtained from invoices, internal systems and records and employee surveys.

Where possible, the most granular data has been used such as kilowatt hours (kWh) for electricity and GPS mileage data for business travel.

Where high quality data is not yet available, exclusively for some categories of Scope 3 emissions, we have used our spend in each category to estimate our emissions, and we will strive to improve on the quality of this in each reporting year.

We aim each year to improve the accuracy of our data within our carbon reporting and this can sometimes mean adjusting previous figures where possible and necessary. Some figures from previous years reports may have changed slightly. This is due to improvements in reporting and data collection, particularly within scope 3.

Our Carbon Emissions

In line with our commitment to the SME Climate Hub, we have disclosed our Business Travel emissions. We have also made adjustments to some prior year data in order to improve our scope 3 reporting, including measuring the Well to Tank (WTT) emissions for business travel which has negatively affected our data as per below:

Category	2021	2022	2023	2024	% Change	% Change vs Baseline
Scope 1	16.19	34.03	34.17	33.63	-1.58%	107.72%
Scope 2	5.18	1.74	4.67	4.24	-9.21%	-18.15%
Business Travel	34.08	38.07	39.78	48.29	21.39%	41.70%
Scope 1 & 2 & Business Travel	**55.45**	**73.84**	**78.62**	**86.16**	**9.59%**	**55.38%**

The 2021 calendar year data is our baseline year for reporting and comparing % change.

We are proud to have removed our Diddington Head Office Scope 2 emissions by moving to a 100% renewable energy contract in 2022.

In 2022 we acquired an additional business which included six additional fleet vans. This is the sole reason for the increase in emissions in 2022 and 2023. We have removed two of these vehicles from the fleet in 2023 and a further two in 2024. However, personal vehicle car mileage has increased in 2024 compared to 2023 which is reflected within the increase in carbon emissions for business travel.

Intensity Ratio

As is common with energy reporting, we have calculated an intensity ratio to normalise emissions data against a core business operational or financial metric, in our case tonnes of CO2e / sales revenue.

We have used our full data from all scopes to calculate our ratio, to allow us to track improvements in Scope 3 emissions.

In **2022**, comparing to our baseline **2021** data, sales revenue had increased by **13%** but our intensity ratio ***decreased*** by **-0.05%**, meaning emissions are **not** increasing in line with sales.

In **2023**, comparing to our prior year reporting **2022** data, sales revenue increased by **11%** but our intensity ratio ***decreased*** by **-19%**, meaning emissions are **not** increasing in line with sales.

In **2023**, comparing to our baseline **2021** data, sales revenue increased by **26%** but our intensity ratio ***decreased*** by **-19.2%**, meaning emissions are **not** increasing in line with sales.

In **2024**, comparing to our prior year reporting **2023** data, sales revenue decreased by **-4%** but our intensity ratio ***increased*** by **1.6%**, meaning emissions are **not** increasing in line with sales. This is the first year that the intensity ratio has increased. This is because of the reduction in sales revenue which is also the first year this has decreased comparing to the previous years.

In **2024**, comparing to our baseline **2021** data, sales revenue increased by **20%** but our intensity ratio ***decreased*** by **-17.9%**, meaning emissions are **not** increasing in line with sales.

Key Emissions Saving Successes

- ☑ Reduced waste emissions by 99%
- ☑ Changed waste provider, ensuring full diversion from landfill and maximum recycling
- ☑ Switched to a 100% renewable electricity contract at Diddington site
- ☑ Up to 90% of our IT Equipment is securely refurbished and donated to charity
- ☑ Reduced our Hotel Stays emissions by 21%
- ☑ Increased the number of staff and days per week working from home, reducing commuting and office use emissions
- ☑ 30% of our staff walk to work
- ☑ 13% of our staff use public transport

Our Plan to Reduce Emissions

Last year we documented the 68 commitments which were made within the 2022 report to reduce our carbon emissions. In 2023 we implemented over 60% of these commitments (42/68). This year, those commitments which were investigated but couldn't be implemented in 2023 still remain open to potentially be implemented if circumstances change within the business (such as tenancy agreements).

This year, in order to continuously focus on different ways we can reduce our carbon emissions as well as achieving our targets set out as part of the SME Climate Hub, we have produced the following energy conservation measures to review and implement within 2025 if possible for the business. These are both behavioural change opportunities and technology improvements:

Sustainable Workplace

- Schedule regular HVAC maintenance – Ensures systems operate efficiently.
- Buy energy-efficient appliances when purchasing or alternatives when upgrading existing equipment.

Sustainable Travel

- Replace in-person meetings with video calls when travel isn't essential.

Sustainable Suppliers

- Buy from local or low-carbon suppliers to reduce transportation emissions.
- Audit our supply chain to identify high-emission vendors and alternatives.

Waste Management

- Set up clear recycling stations and reduce single-use plastics.
- Implement composting for food and organic waste.

Sustainable Workplace

- Train employees on energy conservation and carbon awareness.
- Create a "green team" to champion sustainability initiatives.

Carbon Offset

Purchase further REGO's and/or RGGO's across all sites. However, do not rely on these certificates solely to declare zero carbon emissions for utilities as consumption needs to also be reduced alongside carbon to positively impact the business as well as the environment. Renewable energy certificates can also only be declared when carbon accounting using the market based method. The location based method does not include REGOs/RGGOs.

Declaration

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 2024 Government emission conversion factors (where available) for greenhouse gas company reporting.

This Carbon Reduction Plan has been reviewed and signed off by the board of directors.