



Whitehead Ross

E d u c a t i o n

Carbon Reduction Plan

Carbon Reduction Plan	Version: 2024.1.0	Page 1 of 5
Created: 23.05.2024	Review Date: 22.05.2025	
Owner: Quality and Compliance Manager	Location: Shared Drive: WRE Documents\Policies and Procedures 2024	

1. Commitment to achieving Net Zero

Whitehead-Ross Education and Consulting Ltd. is committed to achieving Net Zero emissions by 2050.

2. 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: 2021
Additional details relating to the baseline emissions calculations:
Scope 1 and 2 baseline emissions are reliant on meter readings for only six of our current centres (Brighton, Newquay, Skewen, Swansea, Swindon and Worthing). The company has expanded over the past 24 months opening centres in Newquay, Weymouth, Hull*, Worcester*, Bridgend, Newport, Fareham, Gosport, Port Talbot and Merthyr Tydfil. We have moved into larger premises in Swindon. Of these centres, utilities are included in the lease agreements for Bridgend and Merthyr Tydfil, which means that an estimated figure has been submitted for these centres.
Scope 3 covers emissions for travelling on business only and does not currently take into account staff travel to and from work locations, waste disposal, water, IT services, use of paper, toner etc.
*These centres closed in 2023

Baseline Emissions for 2021	
Emissions	Total (kg CO ₂ e)
Scope 1 (GAS)	15,350
Scope 2 (ELECTRICITY)	9,621
Scope 3 (OTHER SOURCES)	12,128
TOTAL EMISSIONS	37,099

Emissions to 31 July 2022	
Emissions	Total (kg CO ₂ e)
Scope 1 (GAS)	8,319
Scope 2 (ELECTRICITY)	5,775
Scope 3 (OTHER SOURCES)	7,074
TOTAL EMISSIONS	21,149

Carbon Reduction Plan	Version: 2024.1.0	Page 2 of 5
Created: 23.05.2024	Review Date: 22.05.2025	
Owner: Quality and Compliance Manager	Location: Shared Drive: WRE Documents\Policies and Procedures 2024	

Current Emissions to 31 July 2023	
Emissions	Total (kg CO ₂ e)
Scope 1 (GAS)	12,508
Scope 2 (ELECTRICITY)	14,518
Scope 3 (OTHER SOURCES)	9,099
TOTAL EMISSIONS	36,125

Year	Total CO ₂ Emissions (kg CO ₂ e)	Number of WRE Staff	CO ₂ Emissions per staff member (kg CO ₂ e)
2021	37,099	20	1,855
2022	21,149	43	492
2023	36,125	83	435

3. Increase the number of paper recycling bins in each office so that we recycle >95% of all **Emissions reduction targets**.

In order to continue our progress to achieving Net Zero, we have adopted the following carbon reduction targets.

We project that carbon emissions will decrease over the next five years to 27192 kgCO₂e by 2030. This is a reduction of 25%.

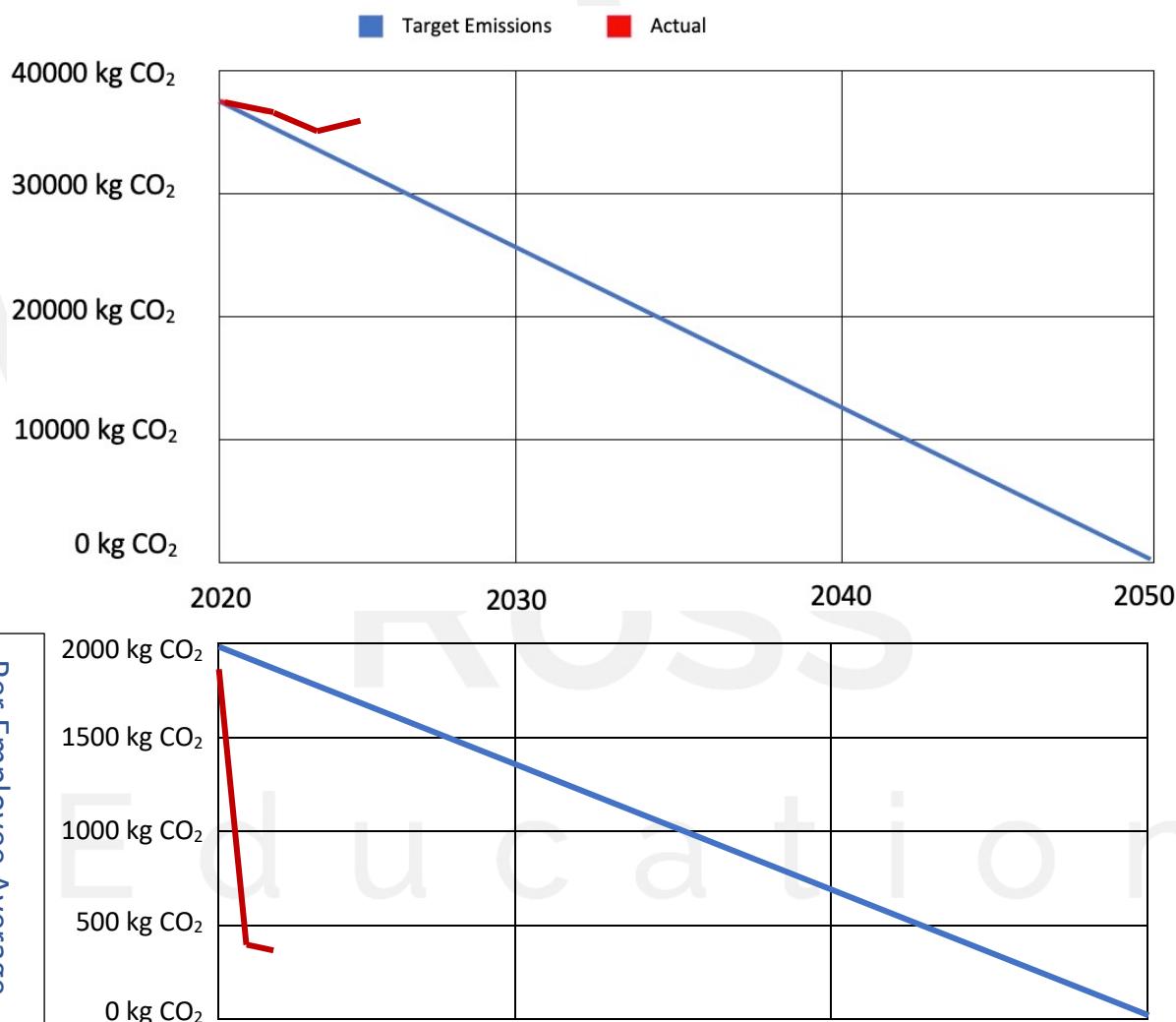
In order to achieve this figure, Whitehead-Ross Education and Consulting Ltd. (WRE) will:

- Increase the number of paper recycling bins in each office so that we recycle >95% of all paper
- Place recycling bins in all centre kitchens for recycling plastic and metal with the aim of recycling >95% of plastic and metal
- Increase the number of recycled resources used – paper, envelopes, toner cartridges and plastic products
- Use sustainable suppliers where possible (select suppliers who are ISO 14001 certified)
- Decrease the reliance on paper in the office – use digital platforms for completing forms (e.g., Yeti, Signable)
- Use public transport and/or car share for business trips
- Continue to increase the number of virtual meetings
- Switch to Green Energy electricity suppliers and tariffs

Carbon Reduction Plan	Version: 2024.1.0	Page 3 of 5
Created: 23.05.2024	Review Date: 22.05.2025	
Owner: Quality and Compliance Manager	Location: Shared Drive: WRE Documents\Policies and Procedures 2024	

- Use LED lighting in all centres and switching lights off when rooms are not in use
- Enabling energy-saving and battery-saving modes on all computers and network devices
- Reduce the thermostat temperatures of all centres by 1°C and encourage staff to dress appropriately for the season and provide seasonal branded clothing.
- Plant trees – encourage WRE stakeholders to plant trees and/or wildflowers in their own gardens as well as work in partnership with UK-based tree planting projects. This will off-set some of WRE's carbon footprint, as every tree planted will absorb an average of 10kg of carbon dioxide per year for the first 20 years. They will also deliver other environmental benefits such as providing habitats for animals, reducing erosion and floods and regulating temperatures
- Buy second-hand office furniture
- Putting sustainability on the agenda of our monthly staff meetings in order to invite suggestions from our staff on how we can combat climate change. This will also help them feel a sense of pride and purpose in reducing WRE's environmental impact.
- Register for the ISO 14001 certification

Progress against these targets can be seen in the graph below:



Carbon Reduction Plan	Version: 2024.1.0	Page 4 of 5
Created: 23.05.2024	Review Date: 22.05.2025	
Owner: Quality and Compliance Manager	Location: Shared Drive: WRE Documents\Policies and Procedures 2024	

4. Carbon Reduction Projects

Completed Carbon Reduction Initiatives

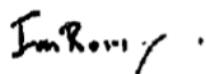
The following environmental management measures and projects have been completed or implemented since the 2021 baseline. The carbon emission reduction achieved by these schemes equate to 843 kgCO2e, a 2.2 % reduction against the 2021 baseline and the measures will be in effect

- Host meetings virtually – as WRE has expanded and been awarded an increased number of contracts to fulfil, the company has also spread geographically. All management and staff meetings are hosted virtually, along with contract meetings, standardisation meetings, monthly one-to-one meetings and incidental meetings.
- All new premises have been fitted with LED bulbs, and all bulb replacements are now LED

In the future we will implement further measures such as:

- Reduce the reliance on paper within the office – WRE will now begin using Yeti ePortfolio for all enrolment and programme paperwork.
- Use sustainable suppliers where possible (select suppliers who are ISO 14001 certified)
- Decrease the reliance on paper in the office – use digital platforms for completing forms (e.g., Yeti, Signable)
- Use public transport and/or car share for business trips
- Increase the number of virtual meetings (although we do this very well at present)
- Switch to Green Energy electricity suppliers and tariffs
- Reduce the thermostat temperatures of all centres by 1°C and encourage staff to dress appropriately for the season and provide seasonal branded clothing. (Supply staff with WRE woolly jumper for the winter and WRE polo shirt for the summer which will save on heating costs in the winter and air conditioning costs in the summer)
- Plant trees – encourage WRE stakeholders to plant trees and/or wildflowers in their own gardens as well as work in partnership with UK-based tree planting projects. This will off-set some of WRE's carbon footprint, as every tree planted will absorb an average of 10kg of carbon dioxide per year for the first 20 years. They will also deliver other environmental benefits such as providing habitats for animals, reducing erosion and floods and regulating temperatures
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Signed,



Ian Ross
Chief Executive Officer

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Carbon Reduction Plan	Version: 2024.1.0	Page 5 of 5
Created: 23.05.2024	Review Date: 22.05.2025	
Owner: Quality and Compliance Manager	Location: Shared Drive: WRE Documents\Policies and Procedures 2024	