

Carbon reduction plan 2023/2024

Publication date 18 September 2024

This report was approved by the Partnership Council 18 September 2024

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Photovoltaic panels at the Shoosmiths
Lakes office, Northampton

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Commitment to achieving net zero

Shoosmiths LLP is part of the UNFCCC Race to Zero campaign. We are committed to achieving net zero emissions by 2050 at the latest, through our science-based target to achieve net zero by 2040.

This is Shoosmiths' third annual Carbon Reduction Plan and was produced for our 2023/2024 financial year which ran from 1 May 2023 to 31 March 2024. Activities relate to the 2023/2024 period.

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 reductions can be measured.

Table 1 Baseline year: 2019/2020	
Additional details relating to the baseline emissions calculations.	
Scope 1 emissions measured: natural gas consumption for heating offices, refrigerant gas used in office air-conditioning units, one back-up diesel generator and a company-leased vehicle.	
Scope 2 emissions measured: electricity consumption for offices (location-based and market-based).	
Scope 3 emissions measured: categories 1 (purchased goods and services), 2 (capital goods) 3 (transmission and distribution losses), 5 (waste, water), 6 (business travel: air, rail, road, sea), 7 (employee commuting).	
Baseline year emissions:	
Emissions	TOTAL (tCO ₂ e)
Scope 1	93.1 tCO ₂ e
Scope 2	Location-based = 689.3 tCO ₂ e Market-based = 240.4 tCO ₂ e
Scope 3 (Included Sources)	<ol style="list-style-type: none"> 1. Purchased goods and services = 6,876.8 tCO₂e 2. Capital goods = 2,784.8 tCO₂e 3. Fuel and energy-related activities (not included in scope 1 or 2) = 58.5 tCO₂e 4. Upstream transportation and distribution = 0 tCO₂e * 5. Waste generated and water consumed in operations = 12.4 tCO₂e 6. Business travel, including air, rail and sea travel and hotel stays = 754.5 tCO₂e 7. Employee commuting = 1,539.7 tCO₂e 8. Downstream transportation and distribution = 0* tCO₂e Total Scope 3 emissions = 12,026.9 tCO ₂ e *Shoosmiths does not have upstream or downstream transportation and distribution.
Total emissions	Scope 1, scope 2 (location-based), scope 3 = 12,809.2 tCO ₂ e Scope 1, scope 2 (market-based), scope 3 = 12,360.3 tCO ₂ e

Current emissions reporting

Table 2 Reporting Year: 2023/2024	
Emissions	TOTAL (tCO ₂ e)
Scope 1	118 tCO ₂ e
Scope 2	Location-based = 514 tCO ₂ e Market-based = 11 tCO ₂ e
Scope 3 (Included Sources)	<ol style="list-style-type: none"> 1. Purchased goods and services = 4,795 tCO₂e 2. Capital goods = 642 tCO₂e 3. Fuel and energy-related activities (not included in scope 1 or 2) = 45 tCO₂e 4. Upstream transportation and distribution = 0 tCO₂e * 5. Waste generated and water consumed in operations = 9.3 tCO₂e 6. Business travel, including air, rail and sea travel and hotel stays = 503 tCO₂e 7. Employee commuting = 1,117 tCO₂e 8. Downstream transportation and distribution = 0* tCO₂e Total Scope 3 emissions = 7,111 tCO ₂ e *Shoosmiths does not have upstream or downstream transportation and distribution.
Total emissions	Scope 1, scope 2 (location-based), scope 3 = 7,744 tCO ₂ e Scope 1, scope 2 (market-based), scope 3 = 7,240 tCO ₂ e

Scope 1 emissions measured: natural gas consumption for heating offices and refrigerant gas used in office air-conditioning units. Diesel emissions occurred when maintenance/service checks were undertaken for the back-up generator. There were no company-leased vehicles.

Scope 2 emissions measured: electricity consumption for offices (location-based and market-based).

Scope 3 emissions measured: categories 1 (purchased goods and services), 2 (capital goods), 3 (transmission and distribution losses), 5 (waste, water), 6 (business travel: air, rail, road, sea, hotel stays), 7 (employee commuting and working from home emissions).

To note from 2021/2022 scope 3 emissions also included hotel stays and working from home which were not measured in 2019/2020.

The emission factor dataset previously used to calculate spend-based emissions for Purchased Goods & Services and Capital Goods was decommissioned in 2023, requiring a change in methodology. This change has been assessed and the impact exceeds the threshold of the Science Based Targets initiative (SBTi) – specifically, greater than 5%. Consequently, Shoosmiths will recalculate its baseline year (2019/2020) to reflect this adjustment before reporting in the next period (2024/2025). This adjustment allows Shoosmiths to maintain the highest standards in its reporting and align to the requirements set out by the SBTi.

The Shoosmiths financial year (FY), which previously ran from May to April, will run from April to March from 2024/2025 onwards. Data for FY2023/2024 was therefore provided for an 11-month period (May 2023 – March 2024). To ensure consistent comparison, data has been extrapolated to 12 months using the monthly averages of available data to enable a like-for-like comparison and a 12-month reporting period.

Emissions reduction targets

In order to continue our progress to achieving net zero, we have adopted the following carbon reduction targets:

In June 2023, Shoosmiths had three (revised) near-term 2030 targets and one long-term 2040 target validated by the Science Based Targets initiative (SBTi).

The SBTi validated targets

Overall net-zero target

- Shoosmiths commits to reach net-zero GHG emissions across the value chain by FY2040.

Near-term targets

- Shoosmiths commits to reduce absolute scope 1 GHG emissions 55.7% by FY2030 from a FY2020 base year.
- Shoosmiths also commits to increase annual active sourcing of renewable electricity from 74% in FY2020 to 100% by FY2025 through FY2030.
- Shoosmiths further commits to reduce absolute scope 3 GHG emissions 50% by FY2030 from a FY2020 base year.

Long-term target

- Shoosmiths commits to reduce absolute scope 1, 2, and 3 GHG emissions 90% by FY2040 from a FY2020 base year.

The SBTi validated targets are in addition to the target that has not been approved by the SBTi which Shoosmiths announced in 2020 namely to achieve net zero for its operations (i.e., scope 1 and 2 emissions) by 2025.

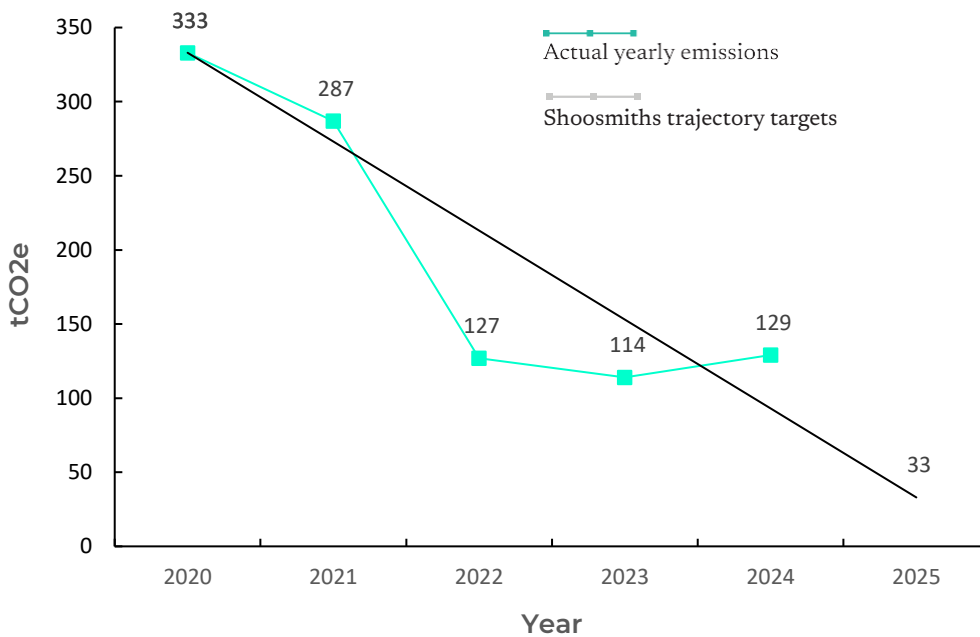


Legend for each graph

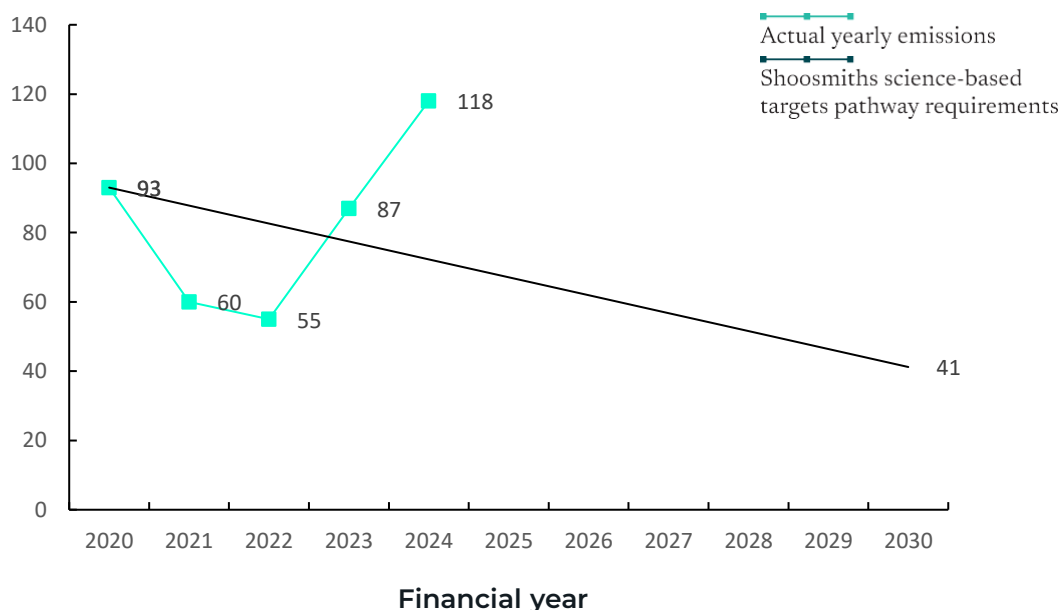
- Actual yearly emissions – actual Shoosmiths emissions based on calculated annual emissions.
- Shoosmiths science-based targets pathway requirements – target requirements.

Progress against non-SBTi validated target to achieve net zero for scopes 1 and 2 emissions by 2025 from a FY2020 base year.

Please note. This is a target that Shoosmiths set in 2020 and is not a SBTi validated target.



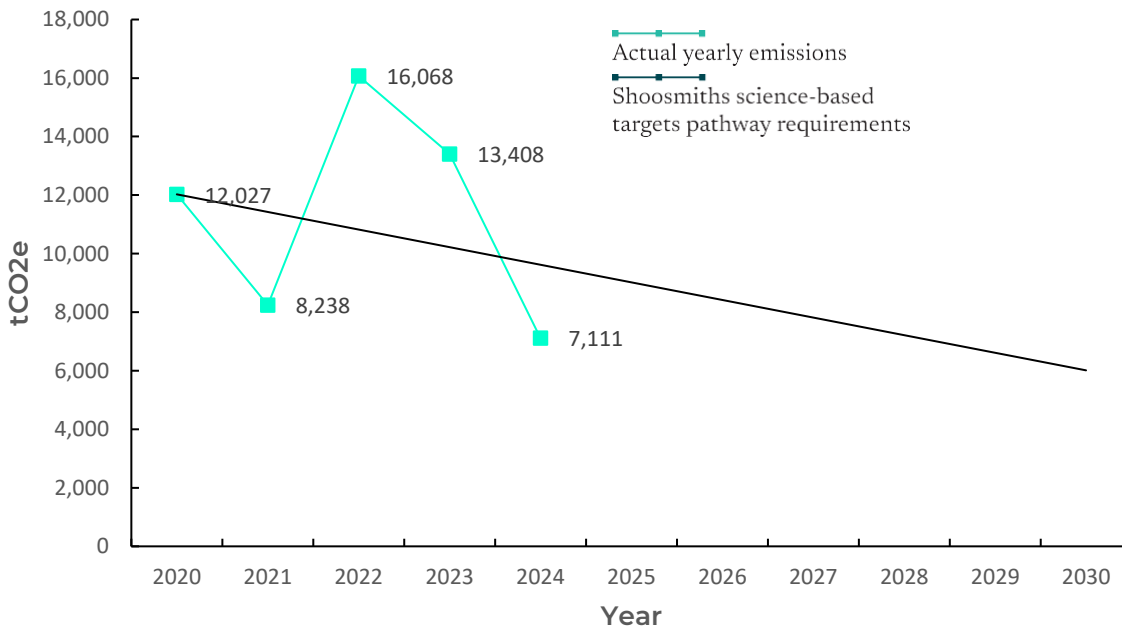
Progress against SBTi validated target to reduce absolute scope 1 GHG emissions 55.7% by FY2030 from a FY2020 base



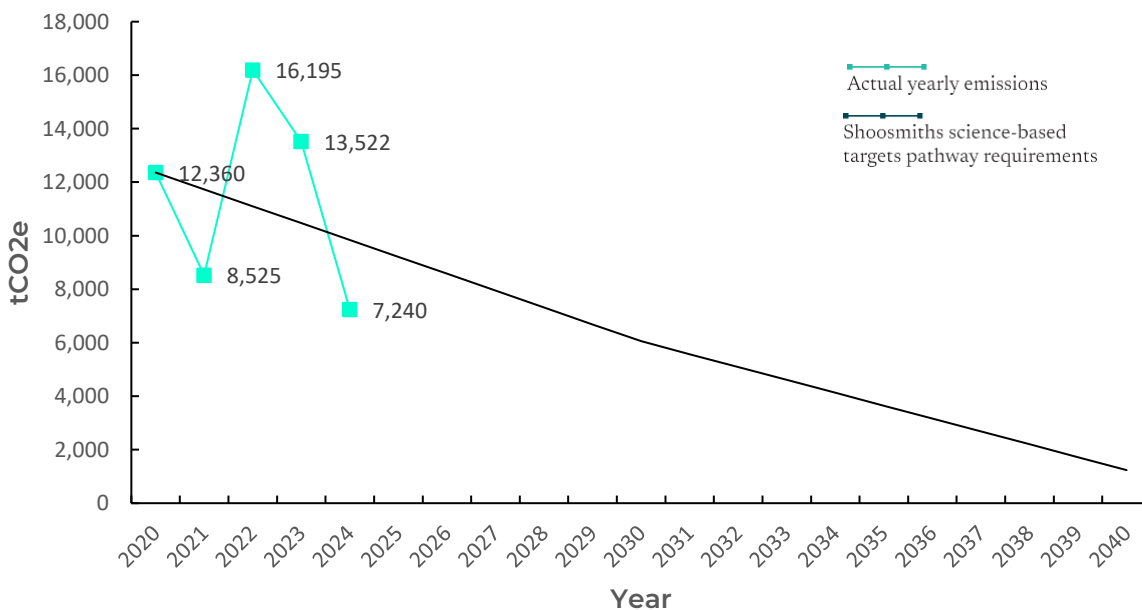
Progress against SBTi validated target to increase annual active sourcing of renewable electricity from 74% in FY2020 to 100% by FY2025 through FY2030.

In 2023/2024 98% of electricity usage came from renewable energy contracts with emission savings procured from renewable electricity equaling 503 tCO₂e. In addition, the two Shoosmiths locations using gas (Northampton and London) had 100% of gas usage covered by a 100% biomethane gas contract from its selected energy provider.

Progress against SBTi validated target to reduce absolute scope 3 GHG emissions 50% by FY2030 from a FY2020 base year.



Progress against SBTi validated target to reduce absolute scope 1, 2, and 3 GHG emissions 90% by FY2040 from a FY2020 base year



Carbon reduction projects

Completed carbon reduction initiatives

The following environmental management measures and projects have been completed or implemented since the 2019/2020 baseline. The carbon emission reduction achieved 2023/2024 versus 2022/2023 equates to 6,282 tCO₂e, a 46% reduction for scopes 1, 2 (market-based) and 3 emissions and the measures will be in effect when performing client contracts.

- Shoosmiths is a signatory of the Business Ambition for 1.5°C and UNFCCC Race to Zero campaign. Shoosmiths has SBTi validated near-term and long-term science-based reduction targets published on the SBTi and Shoosmiths websites.
- Shoosmiths is a signatory to other net zero related initiatives:
 - United Nations Global Compact participant
 - Legal Sustainability Alliance's Legal Renewables Initiative
 - Green Pensions Charter
 - Campaign for Greener Arbitrations Sustainable Recruitment Alliance
 - West Midlands Net Zero Business Pledge
 - British Property Federation Net Zero Pledge
- We produce annual energy and carbon reports within our annual Directors' Reports in line with the Companies (Directors' Report) and Limited Liability Partnerships (Energy and Carbon Report) Regulations.
- We assessed over 95% of building and business travel energy consumption in compliance with the Energy Saving Opportunities Scheme (ESOS). The assessment included building energy audits at four sites, we are evaluating a number of potential energy efficiency projects.
- Coverage of our scope 1, 2 and 3 emissions measurement includes reporting both scope 2 market-based and location-based electricity related emissions, and within scope 3 reporting on emissions associated with our purchased goods and services, commute to work, home working and hotel stays.
- Flexible working based on output not occupancy ethos.
- We operate a [sustainable travel policy](#) which includes an internal carbon levy charged against all business flights.
- We invite suppliers to provide us with carbon footprint data and details of their approaches to reducing their emissions.
- We provide training resources and updates to employees about our approach and how they can assist our net zero aspirations. This includes opportunities to reduce emissions at home through our HR benefits offer of a salary sacrifice Electric Vehicle leasing scheme.

Key activities undertaken in 2023/2024

- We continue to extend the scope of carbon footprint disclosure and forecasting with our carbon footprint measured on Shoosmiths' behalf by a GHG consultancy.
- We have developed an in-house carbon data management tool, the current ongoing phase of the internal data capture process is focused on gathering primary data from our suppliers regarding the goods and services they provide to Shoosmiths.
- We continued charging an internal carbon levy on business flights, the funds from this are used to reduce our emissions, including evaluation of new or unproven technology.
- Used IT equipment which can no longer be used within the firm is donated to our charity partner who distributes to disadvantaged communities in the UK and across the world, avoiding being sent to waste. Items that cannot be re-used are sent for recycling by the charity.
- We have undertaken a climate change training needs analysis which includes defining firmwide upskilling of the general population, alongside specific training for populations including Main Board and authorisers of contracts.
- During autumn 2023, we launched a Centre of Excellence campaign which was focused on our regulatory expectations and the impact of climate change on solicitors.
- We procured 12-month certified renewable electricity agreements at four locations within our control
- We also procured a certified 100% biomethane gas agreement for two locations within our control
- Our landlords continue to procure renewable electricity across the remaining sites.
- In February 2024, we engaged with building landlords to understand building carbon net zero targets, actions taken to improve building energy efficiency and to request updates on their renewable green energy contracts.



2024/2025 priorities

- Targeting reductions in emissions from purchased goods and services and capital goods, which combined, represented 75% of 2023/2024 scope 1, scope 2 (market-based), scope 3 total emissions
- Continued focus on procurement of renewable energy
- Re baselining our scope 3 emissions, following a change in calculation methodology
- Engaging clients on sustainability and carbon reduction opportunities
- A continued focus on business travel related emissions
- Continuing the firm's commitment to improvements in the measurement, monitoring, analysis and reporting of carbon emissions with the development of an in-house carbon data management tool
- Continuing to engage with and upskill colleagues on our net zero strategy and the role everyone plays to deliver our targets.

Progress against Shoosmiths' net zero commitments and targets is overseen by the firm's Carbon Net Zero Steering Group, which regularly reports to the board. The Group is chaired by the Director of People, with representation by corporate responsibility, risk and ethics, estates management, procurement, IS, projects and innovation, internal communications and performance and talent development.

Our net zero related policies and annual reporting are located at: <https://www.shoosmiths.com/our-responsibility/corporate-responsibility>

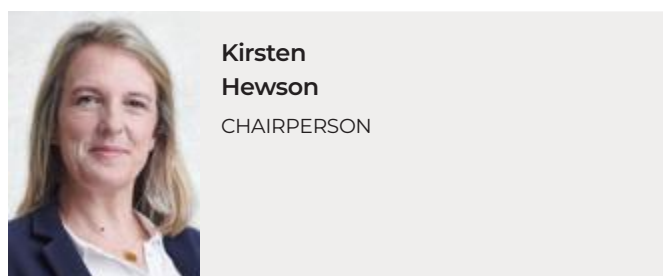
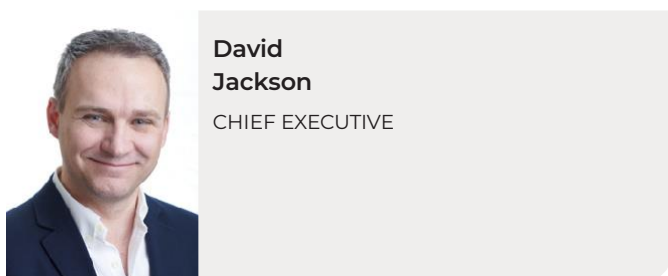
Declaration and sign off

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

Shoosmiths' emissions are reported and recorded in accordance with the GHG Reporting Protocol corporate standard [1]. The calculations use the appropriate Government emission conversion factors for greenhouse gas company reporting [2], the GHG Protocol Technical Guidance for Calculating Scope 3 Emissions [3], and the DEFRA (Department for Environment, Food & Rural Affairs) conversion factors based on Standard Industrial Classification (SIC) codes [4]. Purchased Goods & Services and Capital Goods emissions factors have been calculated using the DEFRA emissions factors as a result of the decommissioning of the Quantis tool in 2023. This change has been assessed and the impact on the total carbon footprint exceeds the threshold of the SBTi and therefore Shoosmiths will recalculate its baseline year (2019/2020) to reflect this adjustment before reporting in the next period (2024/2025). Data has been collated through several mechanisms including extrapolating home working and commuting data from annual questionnaires to Shoosmiths employees and using supplier data collection tools for business travel and waste. Where primary data was not available, Shoosmiths has used financial spend as an alternative in line with reporting standards. Scope 1 and 2 emissions have been reported in accordance with SECR requirements and the required subset of scope 3 emissions for Carbon Reduction Plans have been reported in accordance with the Technical Standard for the Completion of Carbon Reduction Plans [5] and the Corporate Value Chain (Scope 3) Standard [6]. The Carbon Reduction Plan template [7] has been used. The framework for target setting across all three scopes, and the boundary for including relevant scope 3 emissions, follows the SBTi's Corporate Net-Zero standard [8].

1. <https://ghgprotocol.org/corporate-standard>
2. <https://www.gov.uk/government/collections/government-conversion-factors-for-company-reporting>
3. <https://ghgprotocol.org/scope-3-calculation-guidance-2>
4. <https://assets.publishing.service.gov.uk/media/64995761de86820013bc8d99/annex-2-1990-2021-uk-ghg-emissions-final-figures-by-sic-section.pdf>
5. https://assets.publishing.service.gov.uk/government/uploads/system/uploads/attachment_data/file/991625/PPN_0621_Technical_standard_for_the_Completion_of_Carbon_Reduction_Plans_2_.pdf
6. <https://ghgprotocol.org/standards/scope-3-standard>
7. https://assets.publishing.service.gov.uk/government/uploads/system/uploads/attachment_data/file/1053009/PPN-0621-Carbon-Reduction-Plan-Template-Jan22.odt
8. <https://sciencebasedtargets.org/resources/files/Net-Zero-Standard.pdf>

This approved statement has been signed on behalf of the members by:



Shoosmiths LLP

Date: 18 September 2024



DISCLAIMER

This information is for educational purposes only and does not constitute legal advice. It is recommended that specific professional advice is sought before acting on any of the information given.

Based on the information available to us, the data is correct at the time of publishing.

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