

# Carbon Reduction Plan

Supplier name: TerraQuest Solutions Limited

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TerraQuest puts sustainability at our heart, providing a range of innovative digital products which have been responsible for a substantial reduction in the paper-based project waste across the national built environment.

We are committed to fostering efficiency throughout all our services, providing clients with quality solutions that minimise resource waste across each stage of a project. We also work closely with Local Authorities across the country to assist with data management, digitisation and product, further helping reduce waste. Across our offices, we invest in energy-efficient technology and engage in sustainable working practices wherever possible, with the goal of lessening our carbon footprint. We continuously assess and refine our business processes to minimise our environmental impact, and also actively support initiatives aimed at environmental conservation through our ESG committee.

We understand that the construction and development industries, within which we operate, contribute significantly to global emissions. We are therefore keen to play as big a role in addressing national environmental concerns as we can.

## Commitment to achieving Net Zero

TerraQuest Solutions Limited is committed to achieving Net Zero emissions by 2041.

## 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.

<b>Baseline Year: 2022</b>
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### Additional Details relating to the Baseline Emissions calculations.

In 2015, TerraQuest committed to environmental responsibility by implementing an Environmental Management System and attaining ISO14001 certification. This milestone enabled us to assess our emissions and evaluate the effectiveness of targeted environmental management measures. Building on this foundation, in 2022, we established an Environmental, Social and Governance team, who began systematically measuring our carbon footprint and emissions data. These proactive steps positioned TerraQuest as early baseliners, signing up to the West Midlands Net Zero 2041 commitment, demonstrating our ongoing dedication to sustainability and environmental stewardship.

### Baseline year emissions:

EMISSIONS	TOTAL (tCO <sub>2</sub> e)
Scope 1	10.27
Scope 2	75.80
Scope 3 (Included Sources)	3.66
Total Emissions	89.74

### Current Emissions Reporting

Reporting Year: 2024	
EMISSIONS	TOTAL (tCO <sub>2</sub> e)
Scope 1	12.75
Scope 2	40.30
Scope 3 (Included Sources)	24.81

<b>Total Emissions</b>	<b>77.86</b>
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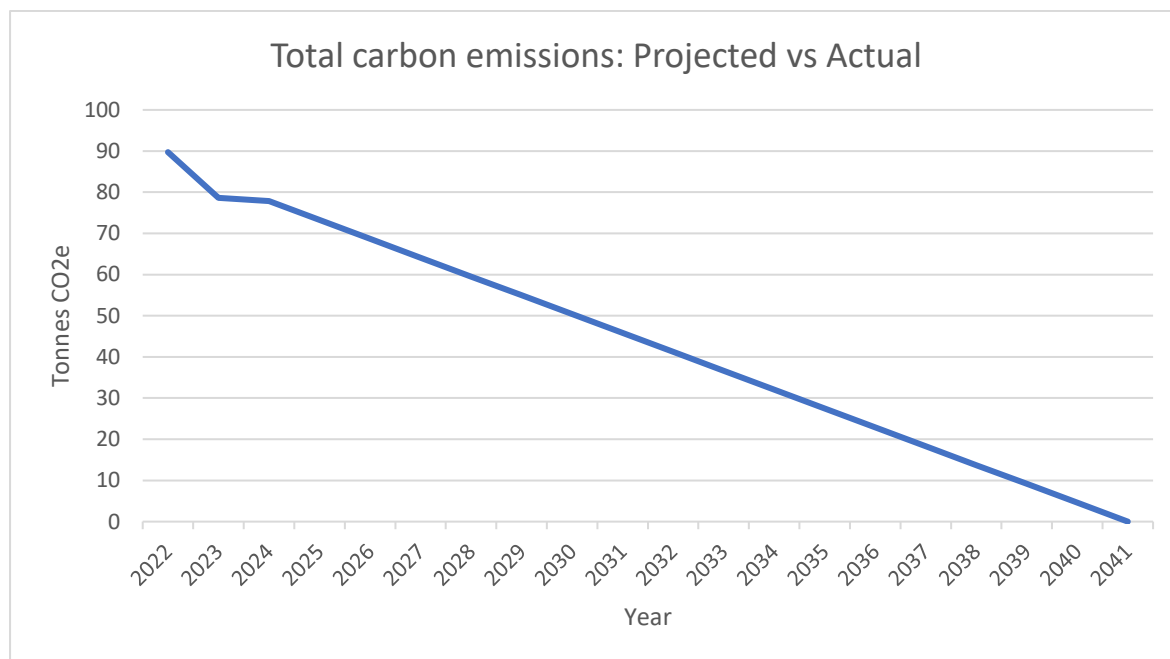
## Emissions reduction targets

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 54.96 tCO<sub>2</sub>e by 2029. This is a reduction of 42%.

To reach our target of net zero emissions by 2041 we will be required to decrease emissions by 4.58 tCO<sub>2</sub>e per year (on average).

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



In 2024, we observed a minor decrease in carbon emissions compared to previous years, driven primarily by a decrease in work from home emissions. This decrease is a result of improved measuring accounting for single or multiple occupancy homes, assuming a 30/70 split based on data published by the Office for National Statistics.

Looking ahead, we anticipate growth in our Scope 3 emissions as a result of our international expansion.

In the coming year we are downsizing our fleet to reduce mileage, promoting the use of public transport for site visits, and leveraging remote technologies to minimise travel where feasible.

## **Carbon Reduction Projects**

In 2024 we moved our head office to a new location, with the environmental impact of our office being a key consideration in the search. From 2025 we will be able to provide data on the outcome of the change. Moving has brought about the following benefits:

- More environmentally friendly –
  - Smaller footprint – Consolidating from two floors to one floor has reduced the need for heating, air conditioning and lighting.
  - Improved Heating/AC efficiency – a more efficient, centralised air conditioning and heating system
    - Our new heating systems provide greater ability to control temperatures within separate zones, ensuring only areas which are being used are heated or cooled as required.
  - Fewer windows – the number and size of the windows in the new office compared to the previous office space means that we have reduced heat gain during the summer months (reducing need to cool the office as much) and winter heat loss (reducing need to heat the office).
  - Improved lighting system – newer lighting suspended from exposed ceiling in the new office provides better lighting for more desks with fewer units than those embedded in suspended ceilings.
  - More energy efficient building – a focus from the building management and the company itself on creating a sustainable environment.
- Closer to public transport with improved options for commuting –
  - There has been a reduction in car parking spaces requested by staff, demonstrating a clear changing in commuting habits towards more sustainable methods of transport. In future we will back this up with quantifiable data from our staff habits.
  - Central location and proximity to Birmingham City Centre termini provides access to a greater number of public transport services

- Improved cycle storage and changing/showering facilities

We do not operate in a heavy carbon producing industry. We have however implemented some measures pre-baseline measurement, such as the replacement of office lighting with motion-activated LED alternatives.

We hold ISO 14001:2015 certification for our Environmental Management System, which is regularly audited to ensure that we achieve our environmental objectives and comply with our obligations.

We have committed to the West Midlands Net Zero Business Pledge, which is another official commitment to reducing our carbon emissions. It will ensure that we receive additional training and support for our initiatives, including setting up systems for tracking reduction of emissions. This combined with our Environmental Management System will allow us to analyse our energy efficiency, and our approaches to waste management and transport.

In 2023 we adopted a 'train-first' approach to business travel. Supported by a dedicated train booking site making it easier for employees to book public transport. Aiding the switch to sustainable methods of travel.

We operate a Cycle to Work scheme which encourages employees to cycle to work instead of driving or using public transport where possible.

Since Covid-19 we operated a hybrid working policy which progressed to agile working, allowing employees to work from home if they choose to. Reducing emissions from commuting and within the offices. This has allowed us to reduce the footprint of our Belfast and Birmingham offices, further reducing energy emissions.

In the last year we halved the size of our fleet, from two cars to one. in favour of public transport where possible.

## **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.

Emissions have been reported and recorded in accordance with the published reporting standard for Carbon Reduction Plans and the GHG Reporting Protocol corporate standard<sup>1</sup> and uses the appropriate Government emission conversion factors for greenhouse gas company reporting<sup>2</sup>.

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<sup>3</sup>. This Carbon Reduction Plan has been reviewed and signed off by the board of directors (or equivalent management body).

**Signed on behalf of the Supplier:**



Date: 24/11/2025

#### **Annex 1: 2022 Baseline emissions breakdown via scope**

<b>Scope</b>	<b>Main producer within scope</b>	<b>Emission (Tonnes CO2e)</b>
Scope 1	Fleet fuel	10.27
Scope 2	Energy	75.80
Scope 3	Business travel	3.66
<b>Total</b>		<b>89.74</b>

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**Annex 2: 2023 Emissions breakdown via scope**

<b>Scope</b>	<b>Main producer within scope</b>	<b>Emission (Tonnes CO2e)</b>
Scope 1	Fleet fuel	3.86
Scope 2	Energy	51.33
Scope 3	Business travel	23.46
<b>Total</b>		<b>78.65</b>