S G Ellis Carbon Reduction Plan

Approved by the director on 10 November 2026

Prepared 10 November 2026. This plan sets a 2035 net zero target and reports the available fuel and energy emissions for the year. It explicitly identifies unquantified emissions and the work needed to improve the inventory. The director approved this plan and authorised its publication on 10 November 2026. Acceptance of its data omissions under a tender is the buyer's decision.

Supplier: S.G.Ellis (Electrical Contractors) Limited. Baseline and current reporting period: 1 November 2025 to 31 October 2026. Director approval date: 10 November 2026.

Commitment to net zero

S.G.Ellis has selected the target of achieving net zero greenhouse gas emissions from its UK operations by 2035. The director approved this target and the delivery approach below on 10 November 2026.

Baseline and current emissions

The reporting period above is the baseline used for this plan. Baseline and current figures are therefore the same. Scope 1 includes the supplied fuel-card records and estimated annual gas. The subtotal below is not a complete organisational footprint: other Scope 1 sources are unconfirmed and the five required Scope 3 categories are not yet quantified.

Emission category	Baseline tCO2e	Current tCO2e
Scope 1 reported fuel and gas	55.370	55.370
Scope 2 electricity location based	3.055	3.055
Required Scope 3 categories	Not quantified	Not quantified
Subtotal of reported emissions only	58.425	58.425
Complete organisational footprint	Not established	Not established

Fuel emissions

Fuel	Litres	kgCO2e per litre	tCO2e
Diesel including Supreme Diesel	17,153.35	2.58354	44.316
Unleaded petrol	2,785.93	2.07500	5.781
LPG as labelled on invoice	6.86	1.55713	0.011
Fuel-card subtotal	19,946.14	Not applicable	50.108

Fuel-card purchases are provisionally classified as company-controlled vehicle/equipment fuel in Scope 1. Ownership/control and completeness against all fuel purchases remain to be verified. Separately calculated fuel biogenic CO2 is 2.764 tonnes outside scopes, excluded from the reported subtotal.

Calculation method and evidence

The fuel calculation uses 333 transactions within the reporting year, from 48 relevant invoices among the 51 fuel-card invoices supplied. Transactions outside the year and card-fee quantities are excluded. Fuel totals reconcile to the invoice records. No duplicate transactions were identified.

The 2026 DESNZ conversion factors are used consistently under the permitted majority-year method: 304 of the reporting period's 365 days fall in 2026. Diesel and petrol use average biofuel blend factors. Each fuel quantity is multiplied by its kgCO2e factor and divided by 1,000. Calculations retain unrounded values; reported totals are rounded to three decimals.

Fuel types follow the invoice descriptions, including one LPG entry of 6.86 litres. Purchases are treated as fuel consumed during the year; any material opening/closing stock adjustment remains to be checked.

The intended organisational boundary is the company's UK operations using operational control. The director confirmed Advance House electricity covers all premises. Vehicle ownership/control, completeness of fuel coverage and other Scope 1 sources remain unconfirmed and are disclosed below. No external audit or measured reduction is claimed.

Utility bill reconciliation

The E.ON Next records relate to Advance House, West Street, Eccleshill, Bradford. Electricity covers the reporting year. Gas uses the actual bills with a disclosed three-day boundary adjustment.

Utility and evidence	Billed period and consumption	Calculated emissions
Electricity Six effective invoices after reversals	1 November 2025 to 31 October 2026 23,326.2 kWh	3.055 tCO2e Scope 2 location based
Gas Twelve actual-reading invoices plus boundary estimate	1 November 2025 to 31 October 2026 28,863.517 kWh estimated	5.262 tCO2e Scope 1 estimated annual gas

Electricity invoices 0052–0057 were reversed by credit note KCR-37D35D5D-0003 and replaced by invoice 0058. Only invoices 0058–0063 are counted. Their consumption totals 23,326.2 kWh, exactly matching the meter difference from 299,837.3 on 1 November 2025 to 323,163.5 on 1 November 2026. Both boundary readings are supplier estimates. The intervening billed periods join without gaps or overlaps.

Gas invoices 0022–0033 contain 28,727.1 billed kWh from 3 November 2025 to 1 November 2026. To align the year, add 2 × (2,716.5 ÷ 28) = 194.036 kWh for 1–2 November 2025, using the adjacent November bill's daily average. Remove 1,843.8 ÷ 32 = 57.619 kWh for 1 November 2026, using the closing bill's daily average. Result: 28,863.517 kWh. This estimate cannot account for differences in weekend use, weather or occupancy and should be replaced if boundary data becomes available.

Factors: electricity 0.13096 kgCO2e per kWh; natural gas on a gross calorific value basis 0.18231 kgCO2e per kWh. Tariff-page estimated annual usage is not used. Duplicated bills are counted once. Gas estimation follows the transparent pro-rata approach described in the UK Environmental Reporting Guidelines.

Director approved 10 November 2026

Unquantified emissions and data improvement

The following sources are not reported as zero or assumed not applicable. The available records do not support complete figures. The steps below form part of the approved plan; no unsupported completion date is stated.

Source	Explanation and next step
Scope 1 other fuel	The supplied fuel-card and gas records are not reconciled to a complete fleet/equipment inventory. Other direct fuel use is unquantified. Check vehicle control, non-card purchases, heating, plant and generators.
Scope 1 fugitive emissions	No quantified refrigerant or other direct-release inventory was available. Check equipment and servicing records, then quantify releases or document non-applicability.
Scope 3 category 4 Upstream transport	Complete delivery quantities, distances and carrier activity were not available. Obtain supplier/carrier activity or a documented estimation basis, avoiding duplication of company-vehicle fuel.
Scope 3 category 5 Waste	Invoices give weights but no verified treatment split. Units and company-wide coverage also need confirmation. Obtain the contractor’s material-by-treatment report and any unweighed project waste records.
Scope 3 category 6 Business travel	No complete verified private-car mileage or other travel activity dataset was available. Reconcile claims, rail, flights, taxis and other relevant travel. Payroll amounts with unclear units are not treated as miles.
Scope 3 category 7 Employee commuting	No verified commuting survey or equivalent annual dataset was available. Collect travel modes, return distances and working days; exclude fuel already counted in company vehicles.
Scope 3 category 9 Downstream transport	No verified dataset or non-applicability assessment was available. Check customer-paid third-party distribution, quantify applicable activity or record why the category does not apply.

The reported subtotal cannot demonstrate total company emissions or complete PPN 006 reporting. The contracting authority determines whether these explanations are acceptable for its assessment.

Waste evidence located

AWM, B&M and Panda invoices identify 56 distinct weighted loads in the reporting year. Repeated surcharges, minimum-charge quantities and duplicate tickets are excluded.

Recorded waste	Quantity and evidence status
Bulky municipal waste containing POPs	4.30 tonnes; explicit kg or tonne units
Mixed municipal waste	0.52 tonne; explicit unit
Mixed construction and demolition	63.05 in the Weight column; tonnes supported by the invoice format but not printed on ordinary exchange rows

The combined 67.87 tonnes is provisional until the construction-waste unit is confirmed. Treatment and destination are not stated, so no waste-emissions total is calculated. Mattress counts and unweighed chemical disposal are not converted to mass. Company-wide coverage, including project/client waste, remains to be checked.

Director approved 10 November 2026

Environmental management measures

The Environmental Management Policy of 1 October 2026 sets twelve-month objectives of 10% less waste to landfill, 10% less head-office power consumption, and recycling all office toners, cartridges and batteries. These are objectives, not verified achievements.

The Sustainable and Ethical Procurement Policy effective 1 July 2026 supports energy efficiency, local sourcing where practical, less packaging, durable products and reuse/recycling. Implementation and relevance to contract delivery require confirmation.

Reduction targets and next actions

The target is net zero greenhouse gas emissions from UK operations by 2035. Intermediate reduction milestones require a sufficiently complete baseline and director approval. The existing 10% head-office power objective is not a 10% reduction in total company emissions.

The approved delivery approach is to maintain monthly fuel and energy records; review routing, idling and fleet efficiency; assess lower-emission vehicle replacement and charging at renewal points; identify building energy savings and lower-carbon heating options; and improve waste segregation and treatment reporting. Complete the inventory gaps above, then agree quantified milestones and review progress at least annually. No capital expenditure or new dated commitment is authorised by this plan.

Declaration and approval

This plan uses the PPN 006 structure and UK Government factors for the activity reported. It does not assert that the incomplete inventory meets every reporting requirement. The omissions and estimation methods remain disclosed in this plan. Stewart G Ellis, Director, approved this exact plan and authorised publication on 10 November 2026. His approval and sign-off were confirmed electronically; no handwritten signature is reproduced.

Approval field	Approval record
Net zero target	2035; approved 10 November 2026
Director approval date	10 November 2026
Director name and title	Stewart G Ellis, Director
Director sign-off and date	Stewart G Ellis, Director Electronically confirmed 10 November 2026
Website publication authorisation	Authorised 10 November 2026

Publication of this plan on the company’s UK website with a prominent homepage link is authorised. Review at least annually and in line with the applicable reporting timetable. Do not backdate approval or publication.

Reporting references

DESNZ 2026 full factor workbook

UK Environmental Reporting Guidelines for estimation methods

Factor cells: Fuels D72 diesel, D96 petrol, D36 LPG and D42 natural gas. UK electricity E25. Outside of scopes D22 diesel and D25 petrol. Reporting-year method: Introduction A38.

Cabinet Office PPN 006 technical standard

Delivery scenario update

Addition approved by the director on 10 November 2026

Prepared 10 November 2026. This fifth page supplements the original four-page plan approved by Stewart G Ellis, Director, on 10 November 2026. The original plan is unchanged. Stewart G Ellis, Director, approved this addition and authorised publication of the updated five-page document on 10 November 2026.

Illustrative upstream transport scenario

The director describes local supplier deliveries within 10 miles, about four deliveries a day, in a standard long-wheelbase van. These descriptions support an illustrative scenario, not a measured annual emissions result or a complete Scope 3 category 4 inventory.

Scenario input	Assumption used
Delivery days per year	250, assumed rather than verified
Deliveries per day	4, director’s approximate description
Distance per delivery	10 miles outward plus 10 miles return
Trip allocation	100% of each return trip allocated to S.G.Ellis
Van factor	Unknown-fuel average van up to 3.5 tonnes

Calculation: 250 days x 4 deliveries x 20 return miles = 20,000 vehicle-miles. At 0.41218 kgCO2e per mile, this is 8,243.6 kgCO2e, reported as **about 8.2 tonnes CO2e per year**. Precision in the arithmetic does not imply precision in the activity assumptions.

The 2026 UK Government factor is from *Freighting goods*, cell T37, for an unknown-fuel average van up to 3.5 tonnes. This covers vehicle-operation emissions, not upstream production and supply of its fuel. The factor is a proxy: long wheelbase alone does not confirm weight class or fuel type.

Limitations and remaining gaps

The scenario uses the stated maximum distance for every journey and allocates a whole return trip to each delivery. These are conservative distance and allocation assumptions, not an observed mean or a verified upper bound. Actual working days, road distances, vehicle specifications, supplier multi-drop routing and the share attributable to S.G.Ellis are unknown. Shorter trips or shared routes could lower the allocated result; other unverified inputs could change it in either direction.

The 58.425 tCO2e reported subtotal on page 1 remains unchanged. This scenario is shown separately and is not a measured addition to that subtotal. Waste, employee commuting, business travel and other transport remain unquantified as explained on page 3. This addition does not establish complete Scope 3 reporting or guarantee acceptance by a contracting authority.

Next steps are to verify annual delivery frequency and operating days, representative road distances, van class/fuel and supplier route allocation, then replace the scenario with a documented annual estimate. No unsupported completion date or additional expenditure is committed.

Approval of this addition: Stewart G Ellis, Director, electronically confirmed approval of the added delivery scenario and authorised publication of this updated five-page plan on 10 November 2026. No handwritten signature is reproduced.

Source: DESNZ 2026 full conversion factor workbook, Freighting goods!T37.