



Carbon Reduction Plan

Trinity McQueen

TRINITY MCQUEEN LTD.

Company Number: 08389485

Reporting Year End: September 2025

Published: May 2026



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Net Zero Commitment

Trinity McQueen is committed to achieving Net Zero emissions by 2042.

What does Net Zero mean in practice?

To achieve Net Zero, organisations should be aiming to reduce greenhouse gas (GHG) emissions in line with the latest science-based targets (SBTs). SBTs are greenhouse gas reduction goals set by organisations, they are defined as “science-based” when they align with the scale of reductions required to limit global temperature increases to 1.5°C compared to pre-industrial temperatures. To achieve Net Zero under this scenario, Trinity McQueen will need to reduce our absolute emissions by 90% from the base year.

SBTi recommends that organisations commit to near-term targets (that cover a minimum of 5 years/maximum of 10 years from the base year) as well as long-term targets.

Long-Term Targets

- Reduce our total market-based emissions (Scope 1, 2, and 3) by at least 90% by 2042.
- Neutralise any residual emissions using verified carbon offsets.

Near-Term Targets

- Reduce Scope 1 and 2 emissions by 60% by 2030.
- To procure 80% renewable electricity by 2025 and 100% by 2030.
- Reduce Scope 3 emissions by 42% by 2030.
- Measure all Scope 3 categories by 2026.

Scope 1 emissions: direct greenhouse gas emissions that occur from sources owned or controlled by a company, such as emissions from the combustion of fuels in on-site boilers, furnaces, or vehicles.

Scope 2 emissions: indirect greenhouse gas emissions that result from the generation of purchased electricity, steam or other forms of energy consumed by a company.

Scope 3 emissions: all other indirect greenhouse gas emissions that occur in an organisation’s value chain, including emissions from upstream and downstream activities.

GHG Emissions Footprint

Base Year GHG Emissions

Base year emissions are a record of the greenhouse gases that have been produced in the past and prior to the introduction of any strategies to reduce emissions and are therefore the reference point against which emissions reduction can be measured. Trinity McQueen’s base year covers 1st October 2022 to 30th September 2023.

Base Year: 2022 - 2023	
Base year emissions were restated in March 2025, due to a methodology update (published 2024) to the emissions conversion factors applied in the carbon footprint measurement.	
Emission Scopes	Total (tonnes CO ₂ e)
Scope 1	1.2
Scope 2*	<i>Market-based: 7.4</i> <i>Location-based: 7.4</i>
Scope 3 including: <ul style="list-style-type: none"> - Purchased Goods & Services - Capital Goods - Fuel & Energy Related Services - Business Travel - Transportation & Distribution (Upstream) - Employee Commuting & Homeworking - Operational Waste & Water - Leased Assets (Upstream) - Franchises & Investments 	202.0
Total Emissions*	<i>Market-based: 210.7</i> <i>Location-based: 210.7</i>

*Purchased electricity can be measured in two ways. A location-based method reflects the average emissions intensity of grids on which energy consumption occurs (using mostly grid-average emission factor data). A market-based method reflects emissions from electricity that companies have purposefully chosen (or their lack of choice). A market-based method therefore takes into account the purchase of electricity via a verified renewable energy tariff. Trinity McQueen has chosen to use a market-based approach for Net Zero targets.

Carbon Intensity Metrics

Base Year: 2022 - 2023	Carbon Intensity Metric
Employees (tCO ₂ e per FTE)	4.5
Revenue (tCO ₂ e per £m)	Not Disclosed

The above carbon intensity metrics use market-based emissions.

Current GHG Emissions

The current reporting period covers 1st October 2024 to 31st September 2025.

Current Reporting Year: 2024 - 2025	
All Scope 1, 2, and relevant Scope 3 categories have been measured using the Operational Control approach.	
Emission Scopes	Total (tonnes CO ₂ e)
Scope 1	0.3
Scope 2*	<i>Market-based: 1.3 Location-based: 1.4</i>
Scope 3 including: <ul style="list-style-type: none"> - Purchased Goods & Services - Capital Goods - Fuel & Energy Related Services - Business Travel - Transportation & Distribution (Upstream) - Employee Commuting & Homeworking - Operational Waste & Water - Leased Assets (Upstream) - Franchises & Investments 	129.1
Total Emissions*	<i>Market-based: 130.7 Location-based: 130.8</i>

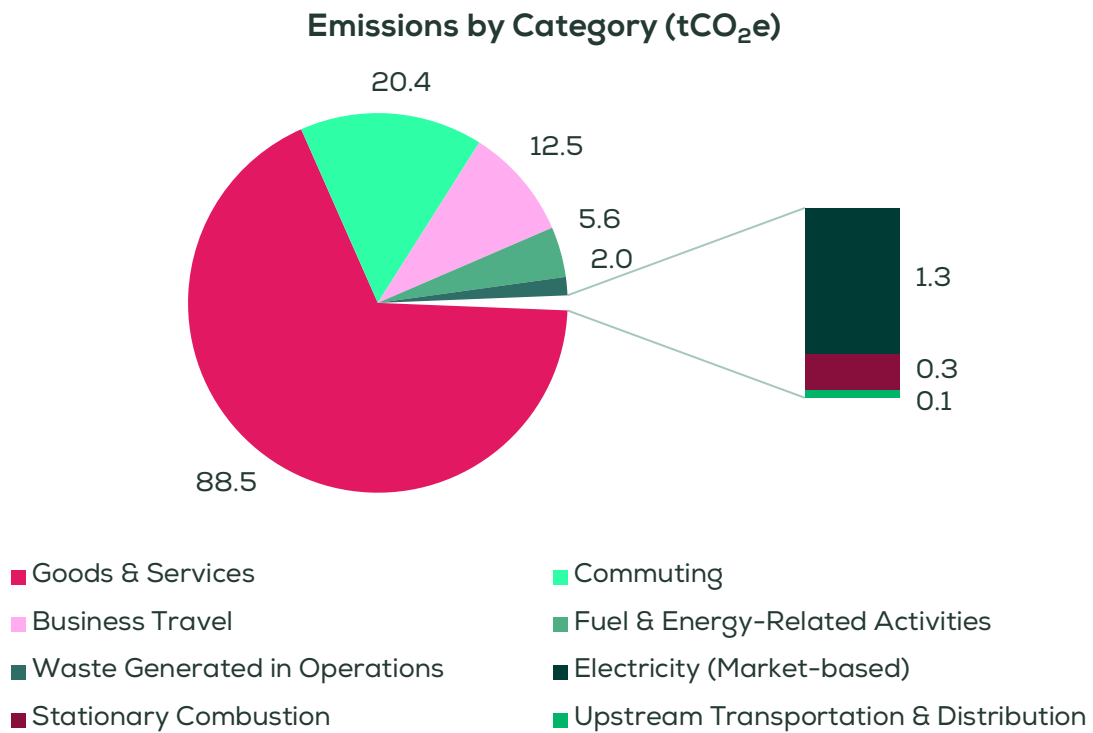
*Purchased electricity can be measured in two ways. A location-based method reflects the average emissions intensity of grids on which energy consumption occurs (using mostly grid-average emission factor data). A market-based method reflects emissions from electricity that companies have purposefully chosen (or their lack of choice). A market-based method therefore takes into account the purchase of electricity via a verified renewable energy tariff. Trinity McQueen has chosen to use a market-based approach for Net Zero targets.

Carbon Intensity Metrics

Current Year: 2024 - 2025	Carbon Intensity Metric
Employees (tCO ₂ e per FTE)	4.7
Revenue (tCO ₂ e per £m)	21.5

The above carbon intensity metrics use market-based emissions.

Current GHG Emissions Breakdown



At 88.5 tCO₂e, the majority of Trinity McQueen’s emissions reside within the Goods & Services category which includes the extraction, production, and transportation of all goods and services purchased or acquired in the reporting year such as marketing, IT support, and accounting services & consultancy.

Employee Commuting (20.4 tCO₂e) is the second largest category and is followed by Business Travel (12.5 tCO₂e), the former comprising emissions arising from employee-owned vehicles and the latter comprising those arising from vehicles not owned or operated by the company (such as planes and trains) as well as accommodation/hotel stays.

Fuel & Energy Related Activities contributed 5.6 tCO₂e to the overall footprint. This category includes the emissions arising from the extraction and distribution of fuel and electricity not already included in Scopes 1 & 2.

Waste Generated in Operations (2.0 tCO₂e) includes office refuse and water consumption and has been calculated using whole-building figures and apportioning by Trinity McQueen's occupancy of said buildings' floor space.

Smaller contributions came from:

- Market-based Electricity (1.3 tCO₂e) – as with waste, electricity emissions have been calculated using whole-building consumption figures and Trinity McQueen's occupancy;
- Stationary Combustion (0.3 tCO₂e) – only the London office has natural gas present; the associated emissions have been calculated using the same approach as waste and electricity;
- Upstream Transportation & Distribution (0.1 tCO₂e) – the emissions arising from the third-party distribution of goods & services.

Current Measurement Results

For 2024 – 2025:

By Scope	Tonnes	% of Total
Scope 1	0.3	0.2%
Scope 2 (<i>Location-based</i>)	1.4	-
Scope 2 (<i>Market-based</i>)	1.3	1.0%
Scope 3	129.1	98.8%

By Source	% of Total	% of Total
Direct	0.3	0.2%
Upstream	130.3	99.8%
Downstream	0.0	0.0%

By Category	Tonnes	% of Total
Office Utilities	1.6	1.2%
Company Cars	0.0	0.0%
Business Travel	12.5	9.5%
Employee Commuting	20.4	15.6%
Procurement	88.5	67.8%
Distribution	0.1	0.0%
Waste	2.0	1.6%
Indirect Energy Emissions	5.6	4.3%
Assets & Investments	0.0	0.0%

Total	Tonnes	% of Total
Location-based	130.8	-
Market-based	130.7	-

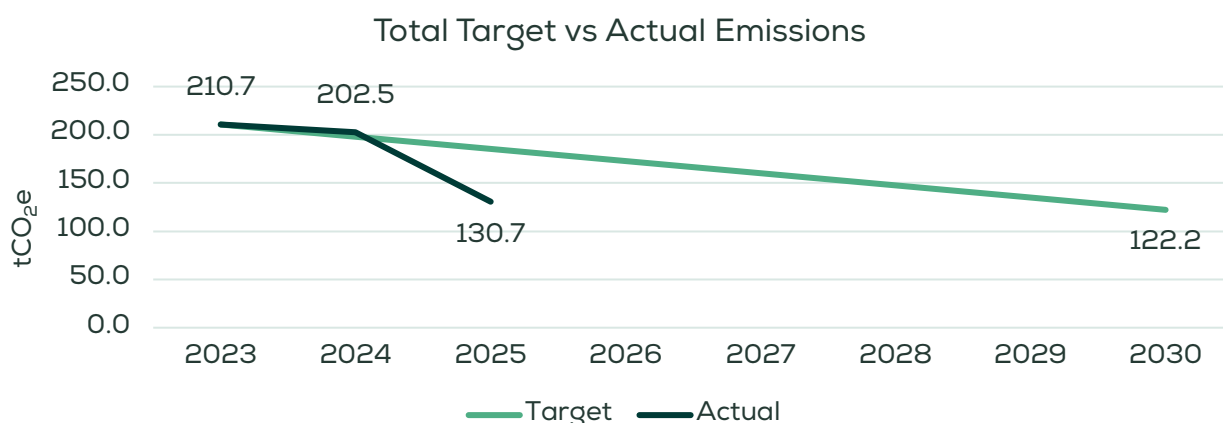
Carbon Reduction Planning

Progress Against Historic Emissions

Emissions	Total Carbon Footprint (tCO ₂ e)		% Change
	Base Year: 2022 - 2023	Current Year: 2024 - 2025	
Scope 1	1.2	0.3	-73.5%
Scope 2	7.4	1.3	-82.8%
Scope 3	202.0	129.1	-36.1%
Total emissions	210.7	130.7	-38.0%
Intensity: (tCO ₂ e/FTE)	4.5	4.7	3.7%
Intensity: (tCO ₂ e/£m Revenue)	Not Disclosed	21.5	New

The above table use market-based emissions.

Trinity McQueen have recorded significant decreases in emissions across all three scopes and are therefore on track to achieve each of their near-term targets. The slight increase in emissions per FTE can be attributed to a decrease in total FTE numbers meaning each employee is considered to be responsible for a larger share of emissions in the current reporting year than in the base year.



Completed Carbon Reduction Initiatives

The following emissions management measures and projects have been completed or implemented prior to/since engaging with Positive Planet:

Activity	Completion Date	Scope
<p>Established an informal Sustainable Travel Model whereby employees:</p> <ul style="list-style-type: none"> • have access to a Cycle-to-Work scheme; • are permitted to work from home up to 3 days per week to reduce commuting emissions; and • are encouraged to travel by rail where available. 	2022	1, 3
<p>Sensor lighting is in place at all Trinity McQueen sites, which reduces total electricity demand and therefore both Location- and Market-based electricity emissions.</p>	2022	1, 2, 3
<p>Moved the Leeds office to a site which does not have gas heating. This has reduced Scope 1 emissions from Stationary Combustion.</p>	2023	1
<p>Committed to:</p> <ul style="list-style-type: none"> • measuring the company's carbon footprint year-on-year to track progress against SBTi-aligned targets; and • actively making improvements to reduce emissions. <p>In Year 1 Positive Planet was appointed to support with preparing the base year GHG inventory and recommending reduction initiatives.</p>	2023	1, 2, 3
<p>Created a Green Team to lead initiatives. This team has been made up of members from different departments to support the roll out of initiatives and management of data, this includes sharing and collaborating throughout the organisation.</p>	2024	1, 2, 3

Future Carbon Reduction Initiatives

Based on the current measurement, Positive Planet recommends the following actions to begin addressing and reducing emissions:

Overarching Reduction Initiatives					
No.	Activity	Target Date	Cost	Impact	Category
1	<p>Ensure sustainability is embedded into company culture. This can include actions such as:</p> <ul style="list-style-type: none"> • reviewing company policies to ensure alignment with carbon reduction goals; • outlining responsibilities with regard to sustainability in all job descriptions; and • incorporate sustainability into induction processes to ensure all team members are aligned with the organisation's Net Zero ambitions. 	Ongoing	No Cost	Enabler	All Categories
2	<p>Work with relevant team members throughout the year to get systems in place for the collection of high-quality data for use in the next measurement. Improving the quality of data will broadly involve a shift from spend-based data to activity-based data (see the Data Quality Guidance for more information). This will allow for more accurate and consistent measurement between years, as activity data is less subject to change and is more comprehensive.</p> <p>The categories to target for improving data quality are:</p> <ul style="list-style-type: none"> • Purchased Goods & Services; • Waste Generated in Operations; and 	2027	No Cost	Enabler	All Categories

	<ul style="list-style-type: none"> Investments. <p>Specific recommendations are set out below.</p>				
3	<p>Consider providing sustainability training for employees, such as Carbon Literacy training or Couch to Carbon Zero training, to increase engagement and skills across the team. This can be done in phases, starting with the Green Team and leadership, and then rolling out to the wider employee base (including new starters).</p> <p>Certified learners typically reduce emissions by 5-15%, with at least one action relating to the workplace. Businesses that engage with Carbon Literacy training can also get certified as Carbon Literate Organisations which may bring commercial benefits. Role-specific Net Zero training could also be considered to encourage action from key areas of the organisation.</p>	2028	Medium	Enabler	All Categories

Scope 1 & 2 Reduction Initiatives

No.	Activity	Target Date	Cost	Impact	Category
1	Update company policy so that, should Trinity McQueen acquire or move to a property over which they have Operational Control, the site will not utilise stationary combustion and must be on a zero-carbon electricity tariff within 18 months of occupancy.	2030	No Cost	Enabler	Stationary Combustion, Purchased Electricity
2	Within the Sustainable Procurement/Travel Policies (see below), include a requirement that no ICE vehicles will be purchased or leased. If a company vehicle is purchased in the future, there must be a full business case created, and the vehicle must be battery electric. This action will prevent any new Mobile Combustion emissions from occurring and thus having to be reported.	Ongoing	No Cost	Enabler	Mobile Combustion, Purchased Electricity
3	Encourage the landlord/management company at all sites to procure a 100% renewable electricity tariff. This change will reduce market-based emissions (from chosen tariff) from the office to zero.	2026 - 2030	Low	High	Purchased Electricity
4	Engage with the landlord to implement energy efficiency measures to reduce the overall amount of electricity consumed. Examples of reduction measures include: <ul style="list-style-type: none"> • upgrading lighting to LEDs; 	2028	Low	Medium	Purchased Electricity

	<ul style="list-style-type: none"> installing timers on sockets/equipment to align with operating periods; and reviewing and renewing inefficient equipment/machinery (when at end of life) and actively considering energy efficiency when new purchases are required (i.e. laptops, fridges, dishwashers). 				
5	<p>Trinity McQueen will implement behaviour change initiatives within the workplace for reduction of emissions, including clear messaging for turning off lights, monitors, computers, and other electrical appliances where appropriate. We will assign roles and responsibilities to Green Team members.</p> <p>High-level monitoring of energy use is key to understanding further pinch points.</p>	Ongoing	Low	Enabler	Purchased Electricity

Scope 3 Reduction Initiatives

No.	Activity	Target Date	Cost	Impact	Category
1	<p>Implement a Sustainable Procurement Policy. Encourage suppliers to adopt sustainable practices and improve their own carbon footprint through supplier engagement, procurement policies and contracts, and monitoring reporting mechanisms.</p> <p>Commit to a Sustainability Audit or Survey to request further information regarding credentials – plan to send these to the top 30% by spend, increasing annually to capture 50%+ by 2028, and 70% by 2030. This data collection will support reduction journey by gathering important data for future measurement & encourage supply chain integration towards Net Zero.</p> <p>Complete this audit within two phases:</p> <ol style="list-style-type: none"> 1. identify suppliers for engagement; 2. formulate and collect data (survey/scoring). <p>This action will embed sustainability considerations into the procurement process and enable suppliers with lower organisational carbon footprints, lower embodied carbon of products, or a demonstrated commitment to Net Zero to be prioritised.</p> <p>Taking action here is essential, as 67.8% of measured emissions reside within the supply chain.</p>	2027 - 2030	No Cost	High	Purchased Goods & Services, Capital Goods

2	<p>Consider initiatives to reduce the need to purchase new capital goods:</p> <ul style="list-style-type: none"> • implement minimum lifespan requirements for all acquired goods; • carry out regular maintenance checks, upgrades, and repairs to enhance operational/energy efficiency and extend the lifespan of goods; and • work towards achieving a culture of longevity and circular economy within procurement, prioritising reuse (repurpose, refurbish, remanufacture) over recycling to retain value and purchasing second-hand/refurbished goods (e.g. furniture, IT equipment) wherever possible. 	Ongoing	Savings	High	Capital Goods
3	<p>When purchasing goods, consolidate orders to reduce the total annual distribution for Trinity McQueen. Aim to place orders only twice per month.</p> <p>Consider asking key suppliers to see whether they can ship with the minimal amount of packaging needed to secure the product.</p>	2027	No Cost	Low	Upstream Transportation & Distribution
4	<p>Reach out to shredding & confidential waste providers to request specific emissions data (if available) or alternatively the weight of processed materials as this will facilitate a move away from a spend-based approach.</p>	2027	No Cost	Low	Waste Generated in Operations

5	<p>Formalise and implement a Sustainable Travel Policy to support the environmental impact of choices when travelling, staying in hotels, and commuting.</p> <p>Colleagues will be encouraged to utilise the low emissions travel hierarchy and opt for active travel where appropriate:</p> <ul style="list-style-type: none"> • digital communication; • walking and cycling; • public and shared transport; • EVs and car sharing/clubs; • ICE vehicles and car sharing/clubs; then • air travel. <p>Other policy points to consider alongside this hierarchy include:</p> <ul style="list-style-type: none"> • making virtual meetings the default for interactions that do not require physical presence; • assessing the need for in-person business meetings and reviewing where trips can be consolidated/coordinated amongst employees; • reducing fossil-fuel based travel, especially air travel, as a priority – where air travel is unavoidable, opt for economy class to reduce emissions per passenger; and • ensuring the sustainable commitments of hotels are considered when booking employee stays. 	2026 - 2028	Medium	Enabler	Business Travel, Employee Commuting
6	<p>Consider creative ways to engage and support the workforce to influence change. As part of this, assign roles to the Green Team to gather information from colleagues on the barriers they face to</p>	2026 - 2028	Low	High	Business Travel, Employee Commuting

	<p>sustainable travel, and consider schemes and incentives that may support employees to overcome these barriers. Examples include:</p> <ul style="list-style-type: none"> • setting an internal organisation carbon credit scheme (limited to a particular tCO₂e figure per year); • extra holiday days/bonuses/subsidised travel for low emission travel choices; • consider setting (individual) annual business travel limits/ setting a carbon budget for teams who travel; • equal mileage payments for diesel/petrol/EVs/cycling; • enhanced mileage payments for hybrid/EVs/cycling; and • car sharing clubs. 				
7	<p>Implement efficiency measures to reduce the emissions associated with ICE vehicles. Options include:</p> <ul style="list-style-type: none"> • regularly review vehicles to ensure operation at maximum efficiency (i.e. optimally inflated tyres and correctly aligned wheels); • review transportation routes to optimise for efficiency thus reducing fuel use; • consolidate trips to reduce overall vehicle use; and • consider driver efficiency training to maximise fuel efficiency. <p><i>N.B. These actions should demonstrate a reduction in fuel consumption and as such, seeing measurable emissions reductions is dependent on measuring fuel use as opposed to vehicle mileage and/or spend.</i></p>	Ongoing	Low	Low	Business Travel, Employee Commuting

8	Reach out to company pension providers to request fund-specific emissions data (if available) as this will facilitate a move away from a spend-based approach.	2027	No Cost	Low	Goods & Services, Investments
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Declaration and Sign Off

This Carbon Reduction Plan has been completed in accordance with PPN 006 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 standard¹ and uses the appropriate Government emission conversion factors for greenhouse gas company reporting².

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.

This Carbon Reduction Plan has been reviewed and approved by the Executive Team at Trinity McQueen.

Signed on behalf of Trinity McQueen Ltd.:

D Hume

Name: Danielle Hume

Position: Managing Director

Date: 27.05.26

¹ <https://ghgprotocol.org/corporate-standard>

² <https://www.gov.uk/government/collections/government-conversion-factors-for-company-reporting>