


Qualifying Explanatory Statement for Stewarts Law LLP **PAS2060:2014**



Prepared for: Stewarts Law LLP

Prepared by: Ruari Phipps, Sustainability Consultant, Planet Mark

Date: 16 November 2023

Introduction

This document forms the Qualifying Explanatory statement (QES) for Stewarts which demonstrates the commitment and achievement of carbon neutrality in accordance with PAS2060:2014. Stewarts has committed and achieved carbon neutrality under the guidelines of PAS2060:2014.

The information contained within is believed to be correct at the time of issue. The data and information has been subject to a limited verification through achievement of the Planet Mark certification. The Planet Mark is a sustainability certification for organisation. The certification recognises continuous improvement, encourages action and builds an empowered community of like-minded individuals. Should any information present itself that would affect the information within it will be updated accurately to reflect the current status of QES.

PAS2060 requirements

Entity making declaration	Stewarts Law LLP
Description of the entity	Law firm – Specialising in high-value, complex litigation
Boundary of declaration	London (5 New Street Square, London, EC4A 3BF) & Leeds (9 Bond Court, Leeds, LS1 2JZ) Offices
Rational for boundary selection	The boundary represents the majority of the emissions associated with the direct operations of the company.
Emissions scope	Electricity, T&D Losses, Natural Gas, Waste, Water, Business Travel, Paper
Methodology and standards used	GHG Protocol, BEIS Emissions factors 2021
Why has this methodology been chosen	The methodology employed shall minimize uncertainty and yield accurate, consistent and reproducible results
Certified by	Planet Mark, Independent third-party certification
Baseline date for PAS2060	01 May 2021 – 30 April 2022
Achievement period	01 May 2021 – 30 April 2022

Declaration of achievement

Stewarts has achieved carbon neutrality in line with the guidelines of PAS2060:2014.

Carbon neutrality of Stewarts achieved by Stewarts in accordance with PAS2060 on 16 November 2023 with commitment to maintain to 01 May 2022 – 30 April 2023 for the period commencing 01 May 2021 – 30 April 2022, Planet Mark certified.

PAS2060 requirements	Response
Achievement period	01 May 2021 – 30 April 2022
Total carbon footprint (location-based)	318.3 tCO ₂ e
Baseline	01 May 2021 – 30 April 2022
Which PAS2060 method	Independent third-party certification
Absolute or intensity reduction	First year, commitment to reduce.
Carbon neutrality option	I3P-3 - Independent third-party certification – Unified.
Location of GHG emissions report	Section A
Location of details describing internal reductions	First year, commitment to reduce
Location of details about Carbon Management Plan	Section B
Location and details about the carbon offsets	Section C

Signed by senior company representative.



Name: Leena Nangia

Date: 22.12.23

Declaration of commitment

Stewarts has committed to carbon neutrality in line with the guidelines of PAS2060:2014.

Carbon neutrality of Stewarts achieved by Stewarts in accordance with PAS2060 on 16 November 2023 with commitment to maintain to 01 May 2022 – 30 April 2023 for the period commencing 01 May 2021 – 30 April 2022, Planet Mark certified.

PAS2060 requirements	Response
Entity making declaration	Stewarts Law LLP
Description of the entity	Law firm – Specialising in high-value, complex litigation
Boundary of declaration	London (5 New Street Square, London, EC4A 3BF) & Leeds (9 Bond Court, Leeds, LS1 2JZ) Offices
Rational for boundary selection	The boundary represents the majority of the emissions associated with the direct operations of the company.
Baseline date for PAS2060	01 May 2021 – 30 April 2022
Achievement period	01 May 2021 – 30 April 2022
Commitment period	01 May 2022 – 30 April 2023

Signed by senior company representative.



Name: Leena Nangia

Date: 22.12.23

Section A. Carbon Footprint

The information contained within Section A. relates to the carbon footprint of the entity and any information related to the methodology, assumptions and data quality.

The carbon footprint has been prepared in line with The GHG Protocol Corporate Accounting and Reporting Standard. Emissions have been calculated in line with this standard and the relevant emissions factors applied listed in the BEIS emissions factors. The carbon footprint is calculated and undergoes a limited verification process in line with the Planet Mark Certification Scheme Rules, Procedures and Management as part of the Planet Mark certification.

Over 95% of the carbon emissions within this report have been accounted for within the defined scopes and boundary. Efforts were made to reduce uncertainties.

Emissions from electricity and natural gas consumption have been calculated from supplier invoices, using the location-based method and the grid average emission factors from BEIS 2021 emissions factors. The electricity consumed on the shared ground floor of the London office was calculated from a pence per kWh value and the spend on electricity. Natural gas and water consumption was apportioned from the total building consumption using the area of the total building and the area occupied by Stewarts.

Business travel emissions have been calculated using kilometres travelled, recorded in a travel report, multiplied by the relevant BEIS 2021 conversion factors. In October 2023, Business Travel emissions were updated to include Flights taken during the reporting period, which added 56.4 tCO₂e to Stewarts Law's measured carbon footprint. Additional offsets were purchased at this time to account for these emissions and maintain Carbon Neutrality for this period.

Waste volumes from the Leeds site have been estimated using bin sizes. Waste at the London site comes from waste reports and shredding reports, however, these reports don't cover the full reporting period, and the remaining data was not available, so it's likely that this is an underestimation of waste.

The Scope 3 emissions included within this footprint are those of which Stewarts can accurately report and influence. All Scope 3 emissions where possible have been included for this assessment however where emissions are not measured the data is not available and not financially viable to materially obtain. These emissions are not included within this report but Stewarts will continue to review and include further scope 3 emissions where possible.

Carbon Footprint breakdown:

Current					
01 May 2021 to 30 April 2022					
Source	Scope	Unit	Amount	tCO ₂ e	% total carbon footprint
Buildings					
Electricity (location based)	2	kWh	583,538.4	123.9	39%
Electricity (market based)	2	kWh	583,538.4	5.9	-
Natural Gas	1	kWh	596,632.3	109.3	34%
Transmission and Distribution Losses	3	kWh	583,538.4	11.0	3%
Procurement					
Paper Primary Content	3	tonnes	6.9	6.4	2%
Travel					
Air Travel	3	passenger.km	293,644.0	56.4	18%
Average Car	3	km	40,616.6	7.0	2%
Rail Travel	3	passenger.km	47,130.4	1.7	1%
Taxi	3	km	2,397.6	0.5	0.2%
Waste					
Composting	3	tonnes	0.6	0.01	0.002%
Energy from Waste	3	tonnes	3.0	0.1	0.02%
Recycled	3	tonnes	13.8	0.3	0.1%
Water					
Water Supply	3	cubic metres	4,393.2	0.7	0.2%
Water Treatment	3	cubic metres	4,393.2	1.2	0.4%
Location Based					
Total		tCO₂e		318.3	
No. employees		Number		377.5	
Total per employee		tCO₂e		0.8	
Turnover £m		£m		114.0	
Total per £m		tCO₂e		2.8	
Total floor space		m²		6,131.5	
Building emissions per m ²		tCO₂e		0.04	
Market Based					
Total		tCO₂e		200.3	
No. employees		Number		377.5	
Total per employee		tCO₂e		0.5	
Turnover £m		£m		114.0	
Total per £m		tCO₂e		1.8	
Total floor space		m²		6,131.5	
Building emissions per m ²		tCO₂e		0.02	

Section B. Carbon management plan

In line with Planet Mark, Stewarts has committed to reducing its footprint by 2.5% in the period 01 May 2022 to 30 April 2023, which equates to 8.0 tCO₂e.

Focus area	SMART Target	How?	Measures	Responsible	Deadline
Staff engagement	<p>Improve awareness around climate change and environmental issues.</p> <p>Promote awareness about the firm's carbon footprint, the plan for carbon neutrality, and the road map road to net zero.</p>	<ul style="list-style-type: none"> Commence internal communications about the importance of ESG and environmental issues Launch engaging ways to encourage colleagues to commit to making changes Provide carbon literacy training to staff and add to L&D Hub. Organise Energiser and Masterclass workshops with Planet Mark 	An annual baseline employee survey.	CSO	Ongoing
Travel	Evaluation of our business travel policy over the next 24 months	<ul style="list-style-type: none"> Review of current business travel Introduce a policy that is appropriate for business travel e.g. reviewing requirements for short/long haul flights Encourage staff to make more efficient use of their travel time by organising multiple conferences/meetings in destination, instead of repeat trips. 	Carbon footprint from business travel as part of Business Certification report	CSO, COO and Head of BD	May 2025
Travel	Improve accuracy of travel reporting by June 2024	<ul style="list-style-type: none"> Ask travel suppliers to provide a report detailing mileage and mode of transport so we can accurately add data to our carbon footprint. For non-centrally booked travel record mode of travel, destination/origin and distances travelled in expense claim forms. Request information re. fuel type for the vehicles included in the business travel submission 	Carbon footprint from business travel as part of Business Certification report	COO, Facilities Manager and Accounts	June 2024

Paper	<p>Switch to FSC and EUEco paper by April 2023.</p> <p>Reduce paper usage by 10% by April 2024.</p>	<ul style="list-style-type: none"> We are switching to FSC and EUEco labelled and 100% carbon neutral paper by EOY 22/23. Continued promotion of our paper-lite policy and commitment to Greener Litigation and Greener Arbitrations pledges. Conduct an audit of paper usage to assess success of policy. 	Amount of paper used.	Facilities Manager and CSO	April 2024
Recycling	Increase volume of recycled waste from 80.1% (FY21/22) to 90% by end of FY25/26.	<ul style="list-style-type: none"> Implement separated recycling bins and promote waste recycling/appropriate use of bins to increase volume of recycled waste. 	% of waste recycled, as measured in Business Certification Report	Facilities Manager	April 2026
Data collection & quality	Improve collection of carbon emission data	<ul style="list-style-type: none"> Continuously work to collect the highest quality, primary data on our emissions to aid in reduction and progress measurement. 	PM Business Certification Data Quality score	Facilities Manager	Ongoing
Supplier engagement	Improve scope 3 measurement data by December 2028.	<ul style="list-style-type: none"> As part of Scope 3, work with suppliers to understand their own emissions and encourage them to set their own carbon reductions targets. 	Scope 3 measurement	COO, Facilities Manager and Accounts	Dec 2028
Reduce gas	Establish a pathway to reducing gas usage.	<ul style="list-style-type: none"> As part of office moves, investigate possibility of reducing gas usage across both offices. 	Gas meter/ Business Certification report	Facilities Manager	2026
Energy efficiency	Establish a pathway to using renewable energy in the Leeds office.	<ul style="list-style-type: none"> Investigate possibility of switching to renewable energy in the Leeds office. Verify with landlord when energy deal is up and request to move to renewable. When identifying a new building in Leeds (est. 25/26), select building with renewable energy. 	Energy bills	COO and Facilities Manager	2026
Energy efficiency	Switch to LED lighting in both offices by 2026.	<ul style="list-style-type: none"> As part of office moves, transition to LED lighting in new offices in London (2025) and Leeds (2026). 	Number of kWh used.	Facilities Manager	2026

Section C. Carbon offsetting strategy

The following information refers to the GHG emissions that have been offset for the reporting period. Stewarts has offset 385 tCO₂e through Circular Ecology which is more than their location-based footprint of 318.3 tCO₂e and this has been independently verified by Planet Mark as meeting the criteria for offsetting for PAS2060.

PAS2060 requirements	Response
Number of carbon credits used:	385 tCO ₂ e
Project standard (verified by):	Gold Standard
Type of carbon credits used:	https://registry.goldstandard.org/projects/details/1652
Time period for carbon credits:	https://registry.goldstandard.org/credit-blocks/details/350053
	https://registry.goldstandard.org/credit-blocks/details/383988
Date carbon credits retired:	02 June 2023 and 16 November 2023
	https://registry.goldstandard.org/credit-blocks/details/350053
Carbon credit registry:	https://registry.goldstandard.org/credit-blocks/details/383988



Carbon Offset Certificate

Stewarts Law LLP

267 tCO₂e Offset

&

1,068 Trees Planted*

Purpose: Carbon neutral operations for 2022 YE

Carbon offset verification schemes:

Gold Standard (100%) – African Biogas Carbon Programme (ABC) - Kenya - GS5801

** Tree planting is through Eden Reforestation Projects (edenprojects.org)*

Certificate Date: May 2023

Certificate Number:
CM-SLL-GS-6J39F-05-23

A handwritten signature in black ink, appearing to read "Craig Jones".

Dr Craig Jones, Director



Carbon Offset Certificate

Stewarts Law LLP

118 tCO₂e Offset

&

472 Trees Planted*

Purpose: **Carbon neutral operations for 2022 YE**

Carbon offset verification schemes:

Gold Standard (100%) – African Biogas Carbon Programme (ABC) - Kenya - GS5801

** Tree planting is through Eden Reforestation Projects (edenprojects.org)*

Certificate Date: Sept 2023

Certificate Number:
CM-SLL-GS-6J39F-11-23

A handwritten signature in black ink, appearing to read "Craig Jones".

Dr Craig Jones, Director

Empowering change for a *BRIGHTER* future

