

CARBON REDUCTION PLAN

Total Property Solutions Limited

Published: June 2026 · Reporting Period: April 2024 – March 2025 · Next Review: June 2027

1. Net Zero Commitment

Total Property Solutions Limited (“TPS”) is committed to achieving net zero carbon emissions across all UK operations by 2050, in alignment with the UK Government’s legally binding net zero target.

TPS recognises its responsibility to measure, report, and reduce its greenhouse gas emissions. This Carbon Reduction Plan sets out our current baseline emissions, our reduction targets, and the environmental management measures we have in place and are committed to implementing.

2. Company Information

Company Name	Total Property Solutions Limited
Registered Address	Granville Hall, Granville Road, Leicester, Leicestershire, LE1 7RU
Sector	Development Management & Project Management Consultancy
Reporting Period	April 2024 – March 2025

3. Baseline Emissions

All emissions are reported in tonnes of CO₂ equivalent (tCO₂e) and calculated using DEFRA 2024 conversion factors. The greenhouse gases covered include all six Kyoto Protocol gases (CO₂, CH₄, N₂O, HFCs, PFCs and SF₆) as required.

Scope 1 — Direct Emissions

TPS operates from Cedars Office Park, which is heated by a woodchip biomass boiler with underfloor heating. The building is EPC-rated B (score 26, certificate 8236-4582-4684-0859-7336, valid to 20 March 2032) and incorporates an MVHR system with ground-to-air heat exchanger, PV solar panels, ground source cooling, CO₂ and temperature sensors, EV charging points, and reclaimed brick construction. TPS does not operate a company vehicle fleet.

Scope	Source	tCO ₂ e
Scope 1	Woodchip biomass boiler (DEFRA 2024 factor: 0.01279 kgCO ₂ e/kWh)	0.074
Scope 1	Company vehicles	0.000
Scope 2	Electricity — office (EPC certified building emission rate: 25.04 kgCO ₂ /m ² /year × 77 m ²)	1.928
Scope 3	Business mileage — personal vehicles (13,730 miles, DEFRA 2024: 0.265 kgCO ₂ e/mile)	3.640
Scope 3	Rail travel — including London Underground and Tram (£12,101.96 spend converted: ~44,822 miles / 72,162 km)	2.560

Scope	Source	tCO ₂ e
Scope 3	Business flights	0.000
Scope 3	Working from home (1,092 days: 7 staff × 3 days/week × 52 weeks)	0.570
TOTAL	Total greenhouse gas emissions (all Scopes)	8.772

Note: Scope 3 figures are a subset as defined by the PPN 06/21 Carbon Reduction Plan requirements. The predominance of Scope 3 emissions reflects TPS's status as a professional consultancy with no manufacturing, construction, or heavy operational footprint.

4. Reduction Targets

Target Year	Target	Indicative tCO ₂ e
2030	30% reduction against 2024/25 baseline	≤6.14
2035	60% reduction against 2024/25 baseline	≤3.51
2050	Net Zero	0.000

5. Environmental Management Measures

Currently in effect

- Operating from EPC-rated B office at Cedars Office Park, incorporating woodchip biomass boiler, MVHR with ground-to-air heat exchanger, PV solar panels, ground source cooling, CO₂ and temperature sensors, EV charging points, and reclaimed brick construction
- Hybrid and flexible working policy — 7 staff working from home an average of 3 days per week, significantly reducing commuting emissions
- Prioritising rail travel over air travel for all business journeys; no qualifying business flights recorded in 2024/25
- Annual greenhouse gas emissions measurement and reporting against DEFRA conversion factors
- Video conferencing and remote working technology investment to minimise unnecessary business travel (circa 3% of annual turnover invested in technology, equivalent to £19,682 in 2025/26)
- Sustainable procurement approach — preference for suppliers who can demonstrate environmental credentials

Planned measures

- Quantification of PV solar panel electricity generation at Cedars Office Park to be incorporated into the next annual update
- Annual review of emissions data with year-on-year comparison published on the TPS website
- Development of a supply chain environmental questionnaire for principal sub-consultants
- Exploration of additional employee travel data collection tools to improve accuracy of Scope 3 reporting
- Commitment to consider sustainability credentials of office accommodation in any future relocation decisions

When performing contracts

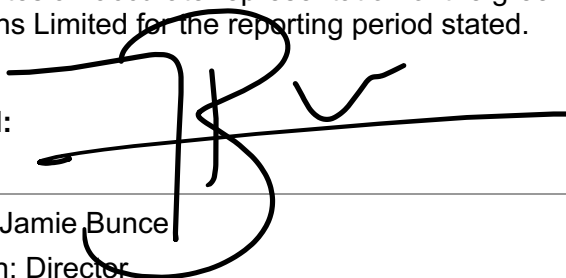
- Advising clients on sustainable development approaches, net zero design principles, and environmental credentials as part of development management services
- Encouraging low-carbon travel options for site visits and client meetings
- Recommending EPC-rated contractors and professionals where procurement decisions are within TPS's influence

6. Declaration

This Carbon Reduction Plan has been completed in accordance with the requirements of PPN 06/21 and associated guidance.

The data contained in this plan has been verified internally and I confirm that this plan constitutes an accurate representation of the greenhouse gas emissions for Total Property Solutions Limited for the reporting period stated.

Signed:



Name: Jamie Bunce

Position: Director

Date: 22nd June 2026

Published at: tpsmanagement.uk

Total Property Solutions Limited is registered in England & Wales. This document is published voluntarily and in support of TPS's public sector procurement commitments.