

# Business Certification

**Birmingham County FA**

*YEAR 2*

01 January 2022 to 31 December 2022

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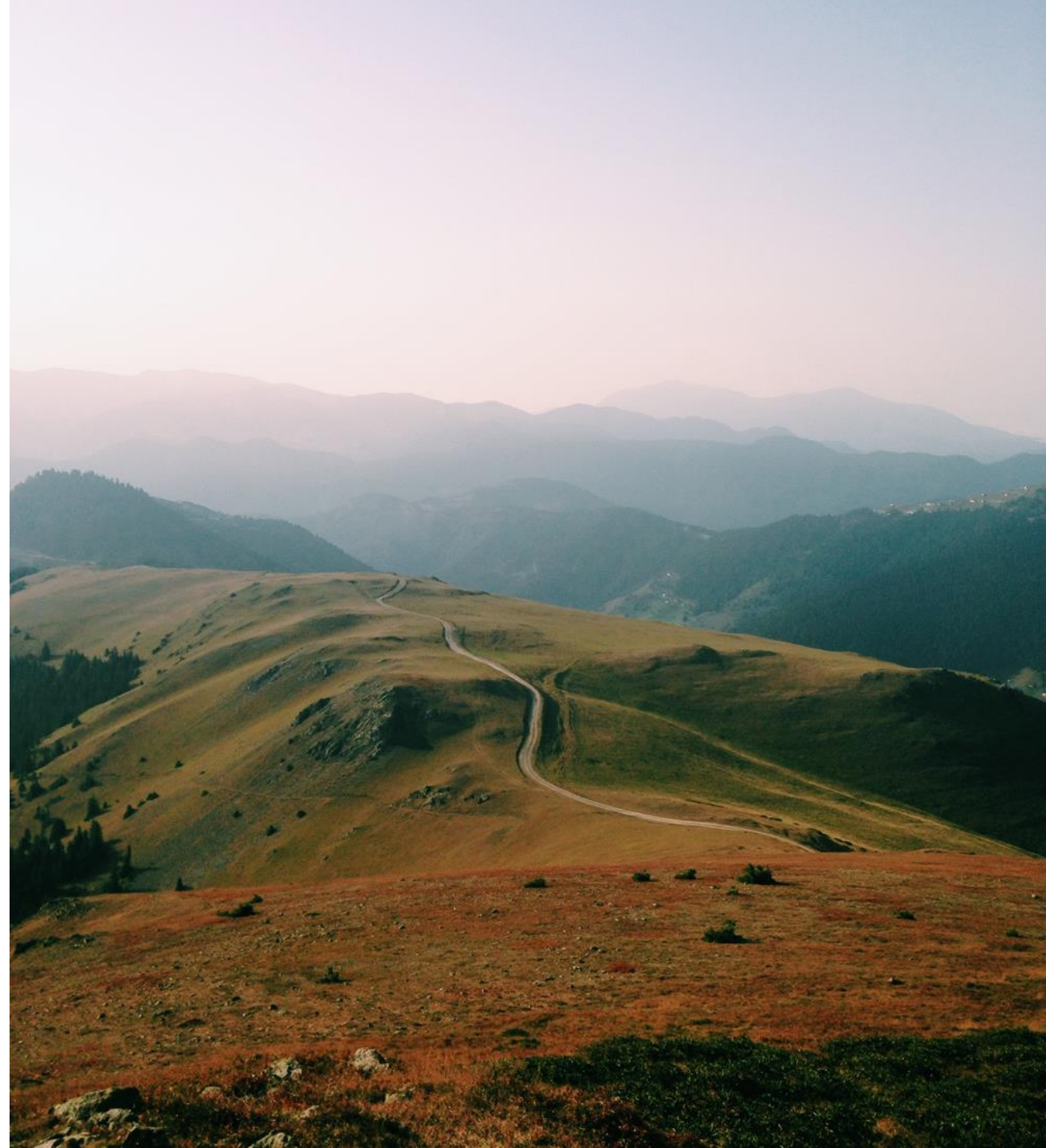
Measure



Engage



Communicate





# Total carbon EMISSIONS

**56.8**  
tCO<sub>2</sub>e total emissions

**Total emissions equivalent to**  
**50 flights from London to New York**

**2.3**  
tCO<sub>2</sub>e per employee



**Buildings**

**26.1 tCO<sub>2</sub>e**

Used enough electricity to power **8** UK homes for one year



**Travel**

**29.9 tCO<sub>2</sub>e**

Travelled **1** time around the world



**Waste**

**0.2 tCO<sub>2</sub>e**

Produced waste that weighs the same as **1** London bus



**Water**

**0.2 tCO<sub>2</sub>e**

**82** litres per employee per day



**Procurement**

**0.4 tCO<sub>2</sub>e**

**343** sheets of paper used per day



**Homeworking**

**9.4 tCO<sub>2</sub>e**

Used enough energy to power **3** UK homes for one year



# Step one.

# MEASURE





# Total carbon footprint.

## Location *BASED*

### Reporting year:

01 January 2022 to 31 December 2022

### Reporting Boundary:

Birmingham site operations (Ray Hall Lane, Great Barr, Birmingham B43 6JF)

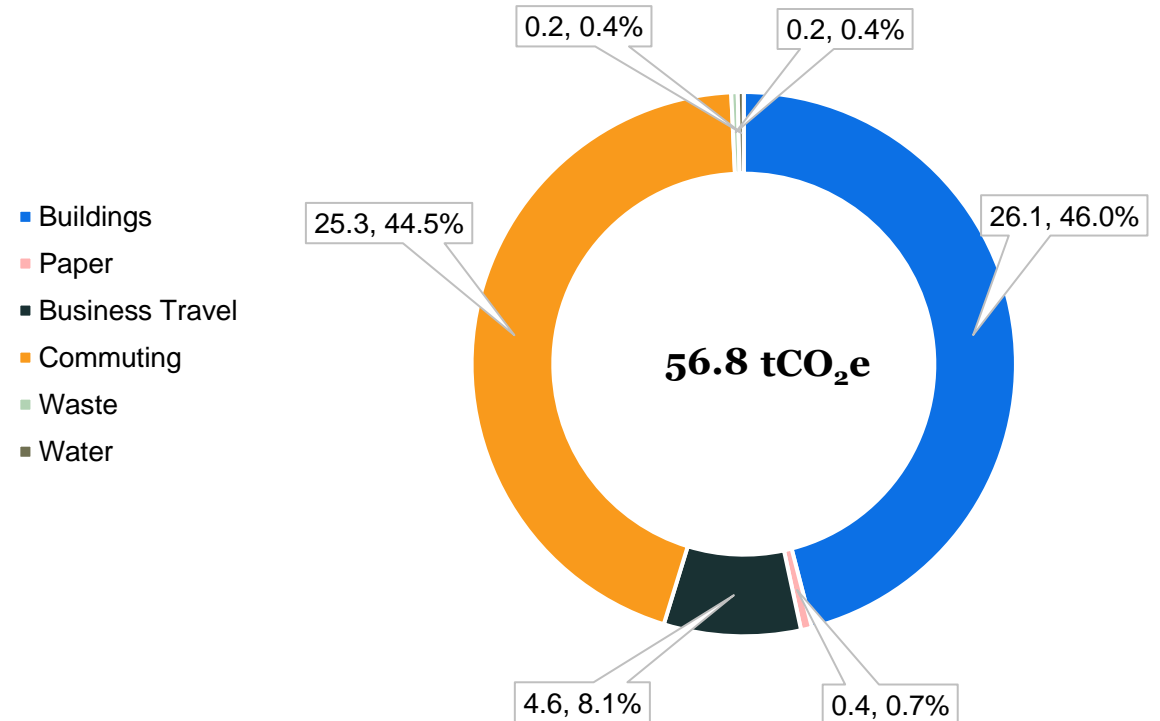
### Emissions measured:

Electricity, T&D Losses, Natural Gas, Other Fuels, Water, Business Travel, Commuting, Waste, Paper, Homeworking (excluded from footprint)

### Highlights:

Carbon footprint (tCO<sub>2</sub>e): **56.8**  
Per employee (tCO<sub>2</sub>e): **2.3**  
Next reduction target: **5%**  
Data quality score: **18 out of 20**

Carbon footprint by emission source for year ending 2022, tCO<sub>2</sub>e



Note: Your carbon footprint is reported two ways; one is using the location based method of calculating Scope 2 electricity emissions and the other the market based method. 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).



# Total carbon footprint.

## Market *BASED*

### Reporting year:

01 January 2022 to 31 December 2022

### Reporting Boundary:

Birmingham site operations (Ray Hall Lane, Great Barr, Birmingham B43 6JF)

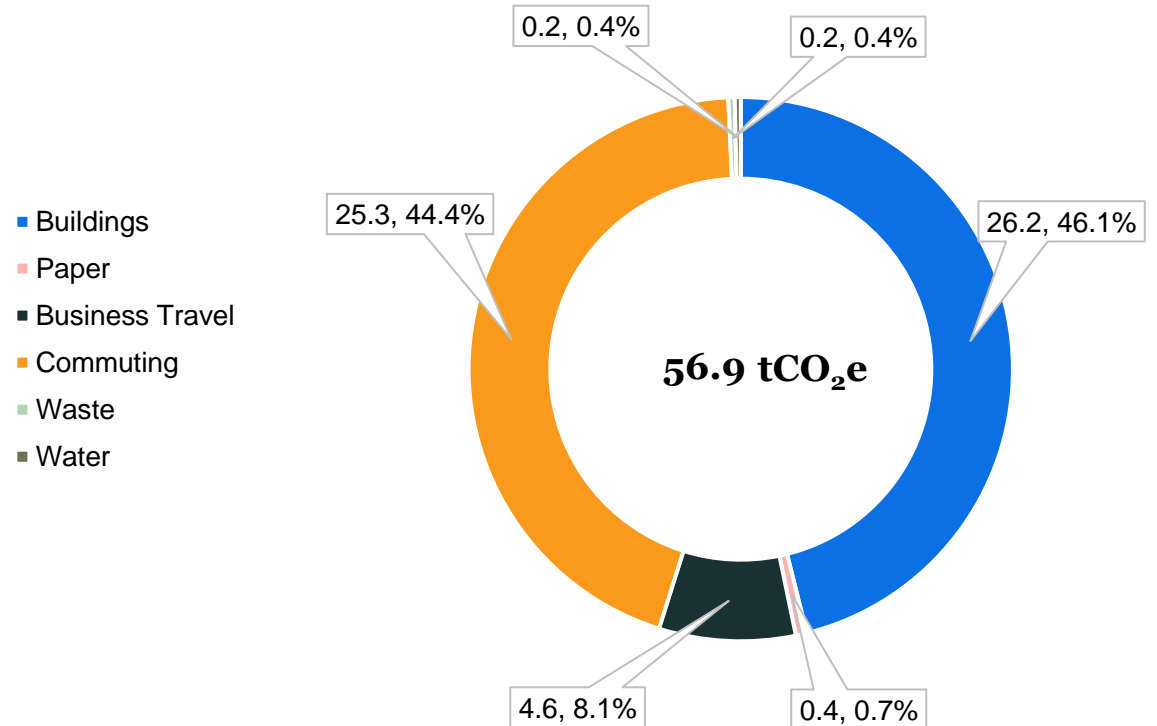
### Emissions measured:

Electricity, T&D Losses, Natural Gas, Other Fuels, Water, Business Travel, Commuting, Waste, Paper, Homeworking (excluded from footprint)

### Highlights:

Carbon footprint (tCO<sub>2</sub>e): **56.9**  
Per employee (tCO<sub>2</sub>e): **2.3**  
Next reduction target: **5%**  
Data quality score: **18 out of 20**

Carbon footprint by emission source for year ending 2022, tCO<sub>2</sub>e



Note: Your carbon footprint is reported two ways; one is using the location based method of calculating Scope 2 electricity emissions and the other the market based method. 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).



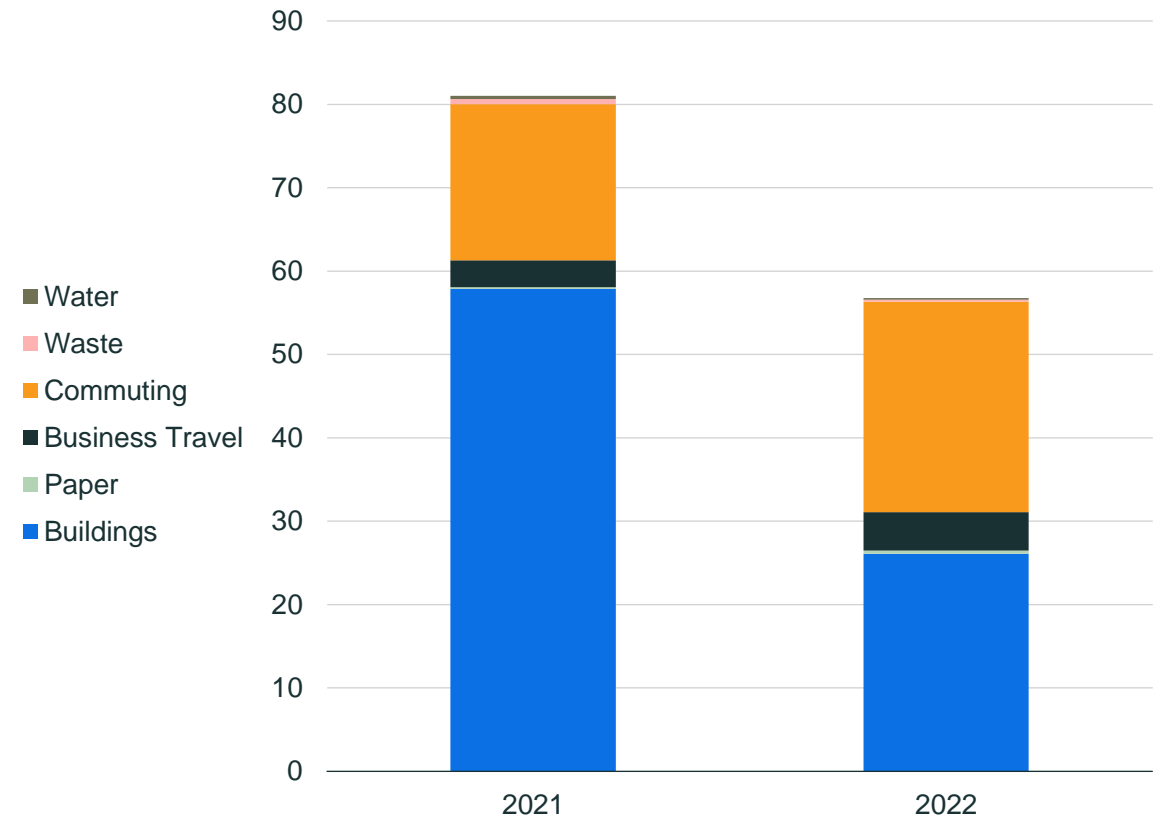
# Total carbon footprint.

## Yearly *COMPARISON*

Source Category	2021	2022
Buildings	57.9	26.1
Paper	0.2	0.4
Business Travel	3.2	4.6
Commuting	18.7	25.3
Waste	0.6	0.2
Water	0.4	0.2
<b>Total</b>	<b>81.0</b>	<b>56.8</b>

All rows and tables are rounded to one decimal place. This may lead to slight discrepancies in totals within the report.

Carbon footprint by emission source for year ending 2021 and 2022, tCO<sub>2</sub>e





# Carbon footprint.

## BUILDINGS

### Notes

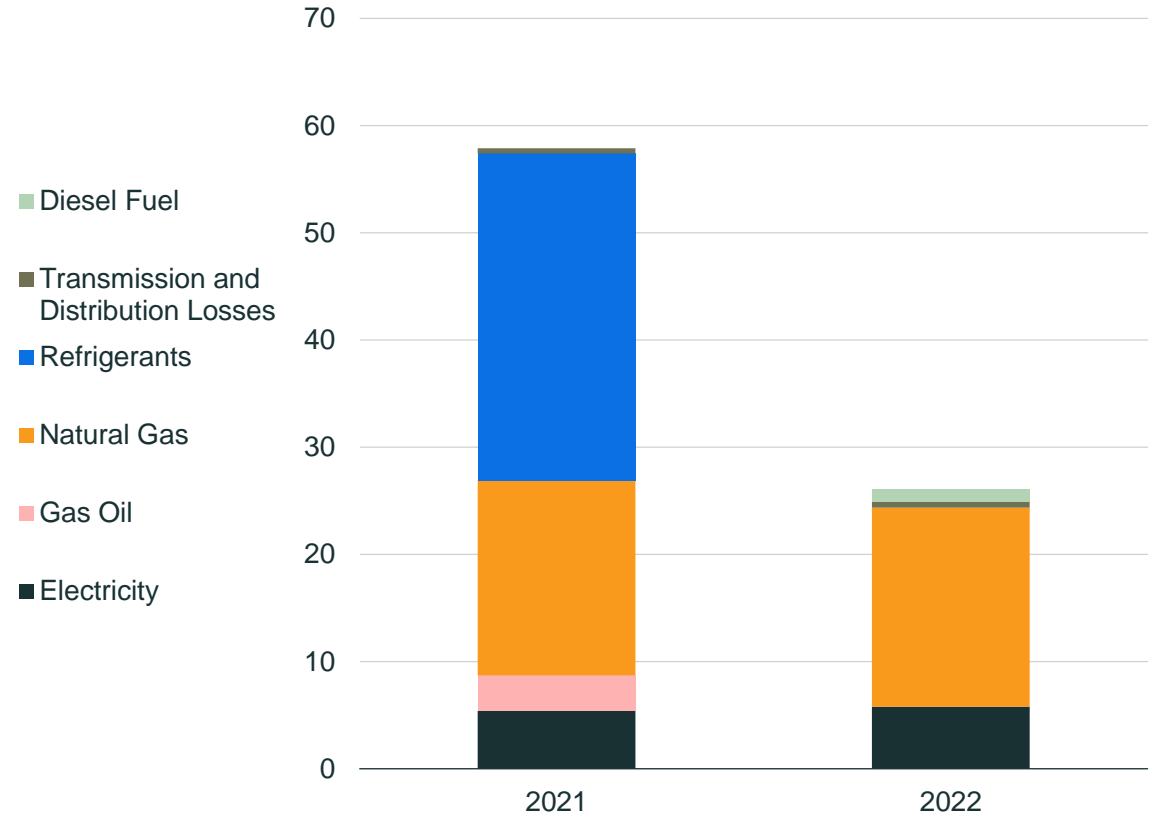
- No refrigerant top-ups were made in YE2022 whereas there had been in YE2021.
- The diesel for the maintenance equipment was inaccurately recorded as red diesel/gas oil in YE2021; as we have invoices for YE2022 showing it is white diesel purchased, this has been recorded more accurately as diesel fuel.

<b>Buildings</b>	<b>2021</b>	<b>2022</b>
Electricity	5.4	5.8
Gas Oil	3.3	-
Natural Gas	18.1	18.6
Refrigerants	30.5	-
Transmission and Distribution Losses	0.5	0.5
Diesel Fuel	-	1.2
<b>Total</b>	<b>57.9</b>	<b>26.1</b>



All rows and tables are rounded to one decimal place. This may lead to slight discrepancies in totals within the report.

Buildings emissions for year ending 2021 and 2022, tCO<sub>2</sub>e





# Carbon footprint.

## Business TRAVEL

### Notes

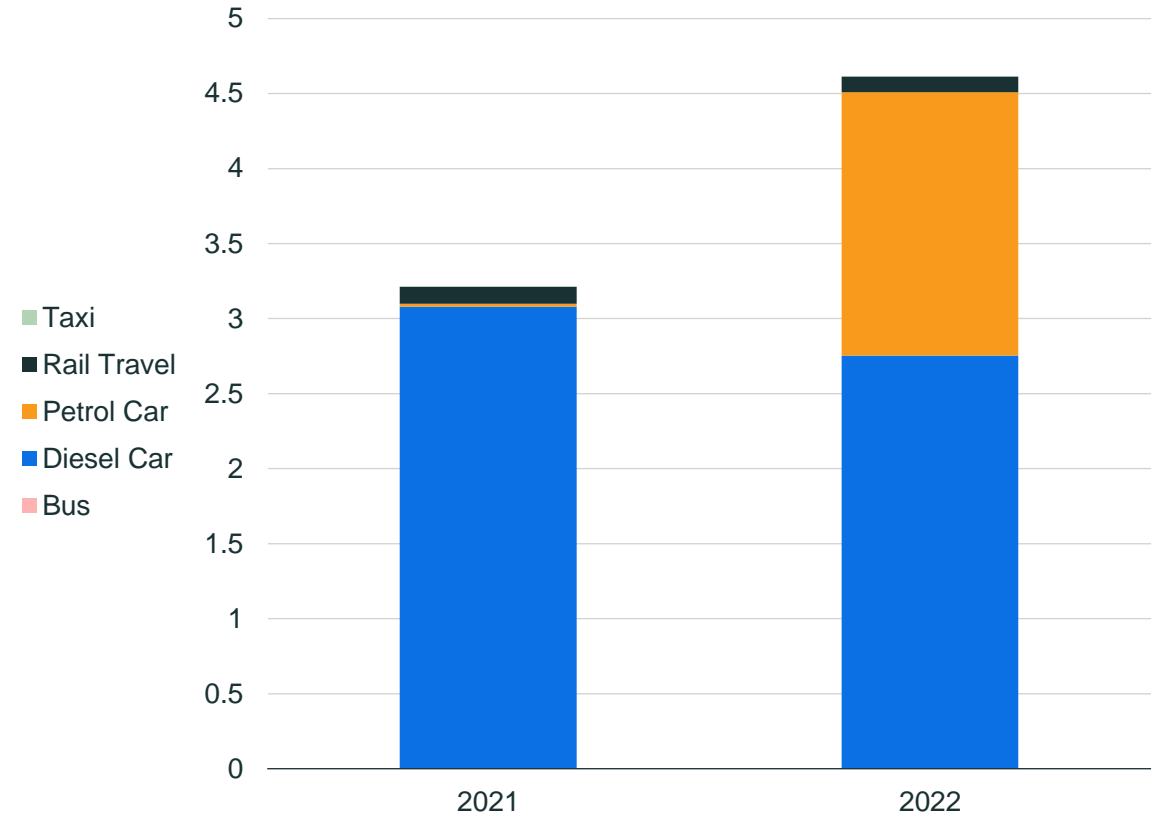
- Total business travel has increased in YE2022, leading to a large increase in petrol car travel.
- Note that diesel & petrol car business travel had been recorded under commuting emissions in YE2021, in error. This has now been corrected, and so now car travel is allocated correctly between business travel and commuting for YE2021, allowing for accurate comparison between the two years. The total carbon footprint of YE2021 remains the same.

Business Travel	2021	2022
Bus	0.003	-
Diesel Car	3.1	2.8
Petrol Car	0.02	1.8
Rail Travel	0.1	0.1
Taxi	0.003	0.001
<b>Total</b>	<b>3.2</b>	<b>4.6</b>



All rows and tables are rounded to one decimal place. This may lead to slight discrepancies in totals within the report.

Business travel emissions for year ending 2021 and 2022, tCO<sub>2</sub>e







# Carbon footprint.

## WASTE

### Notes

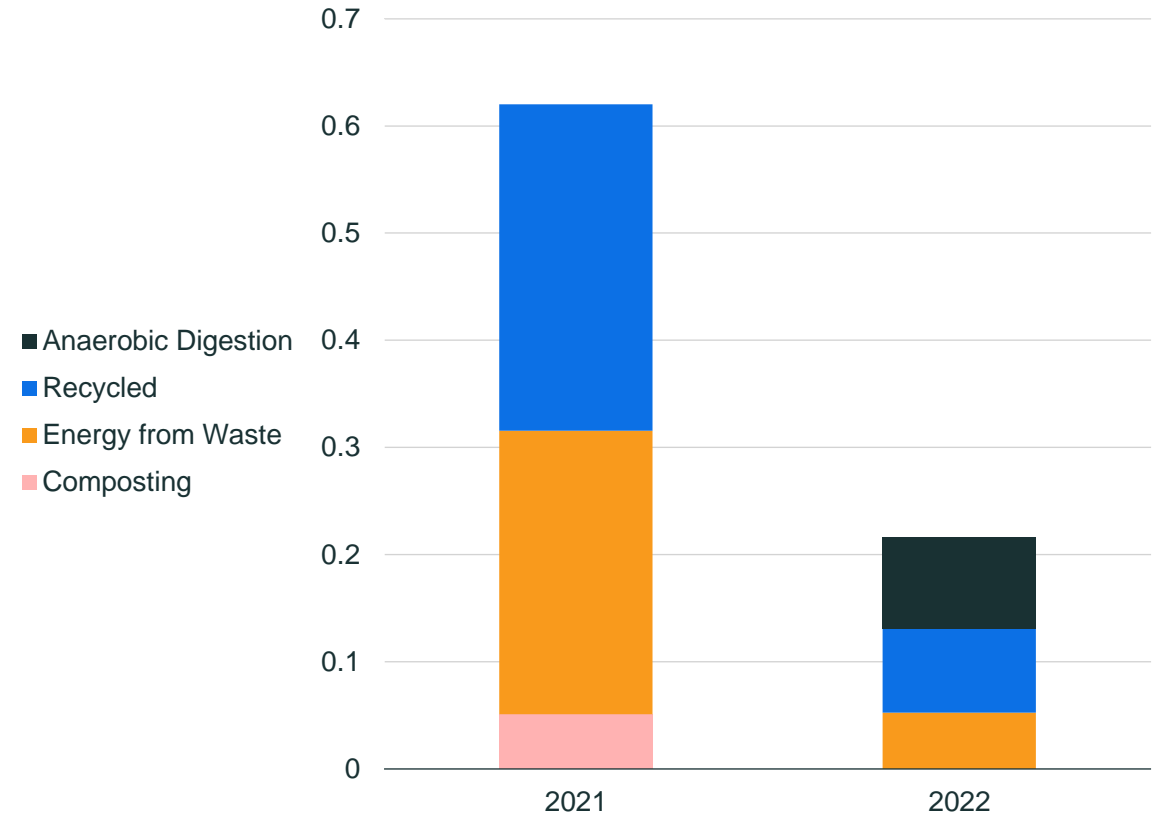
- Emissions associated with waste have decreased, owed to the fact that there was an increase in number of bins collected during the course of the reporting year.

Waste	2021	2022
Composting	0.1	-
Energy from Waste	0.3	0.1
Recycled	0.3	0.1
Anaerobic Digestion	-	0.1
<b>Total</b>	<b>0.6</b>	<b>0.2</b>



All rows and tables are rounded to one decimal place. This may lead to slight discrepancies in totals within the report.

Waste emissions for year ending 2021 and 2022, tCO<sub>2</sub>e





# Carbon footprint.

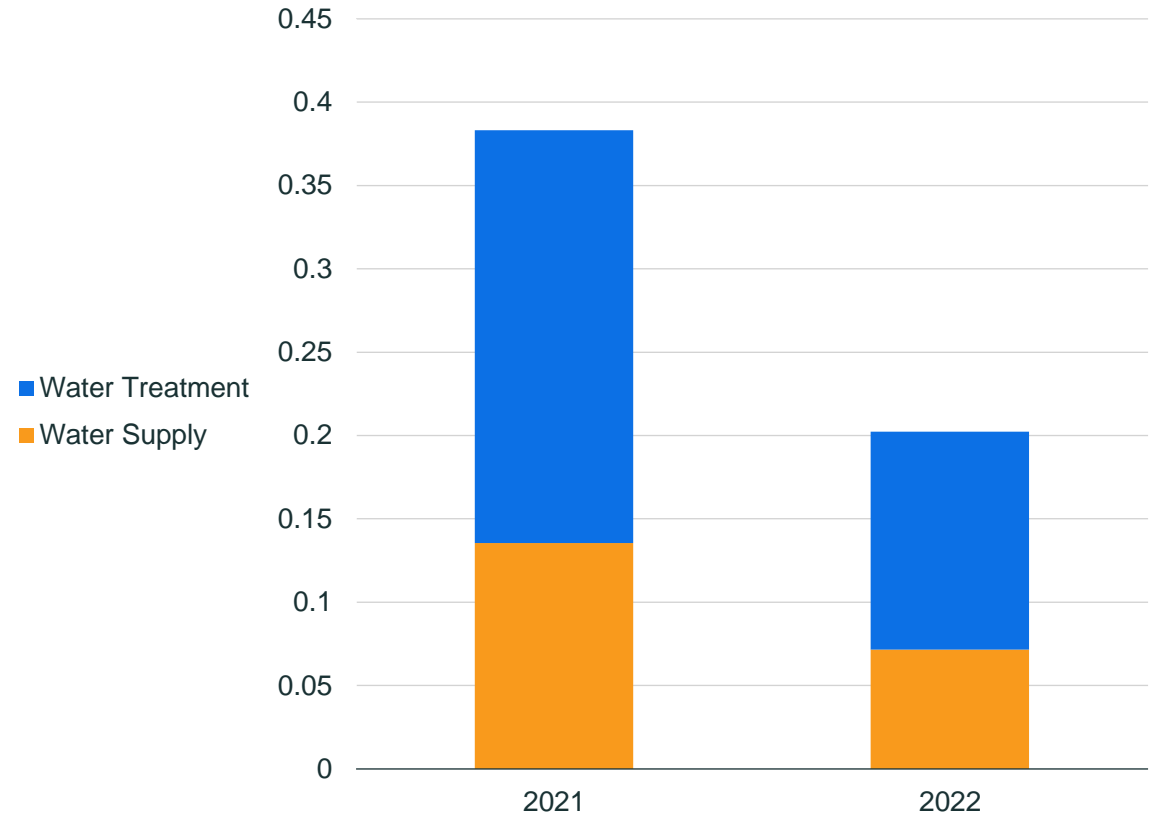
WATER

## Notes

- Emissions associated with water supply & treatment at Birmingham County FA have almost halved. In YE2022, water data was mostly based off actual meter reads, whereas there was more of an equal mix of readings in YE2021.

Water	2021	2022
Water Supply	0.1	0.1
Water Treatment	0.2	0.1
<b>Total</b>	<b>0.4</b>	<b>0.2</b>

Water emissions for year ending 2021 and 2022, tCO<sub>2</sub>e



All rows and tables are rounded to one decimal place. This may lead to slight discrepancies in totals within the report.



# Carbon footprint.

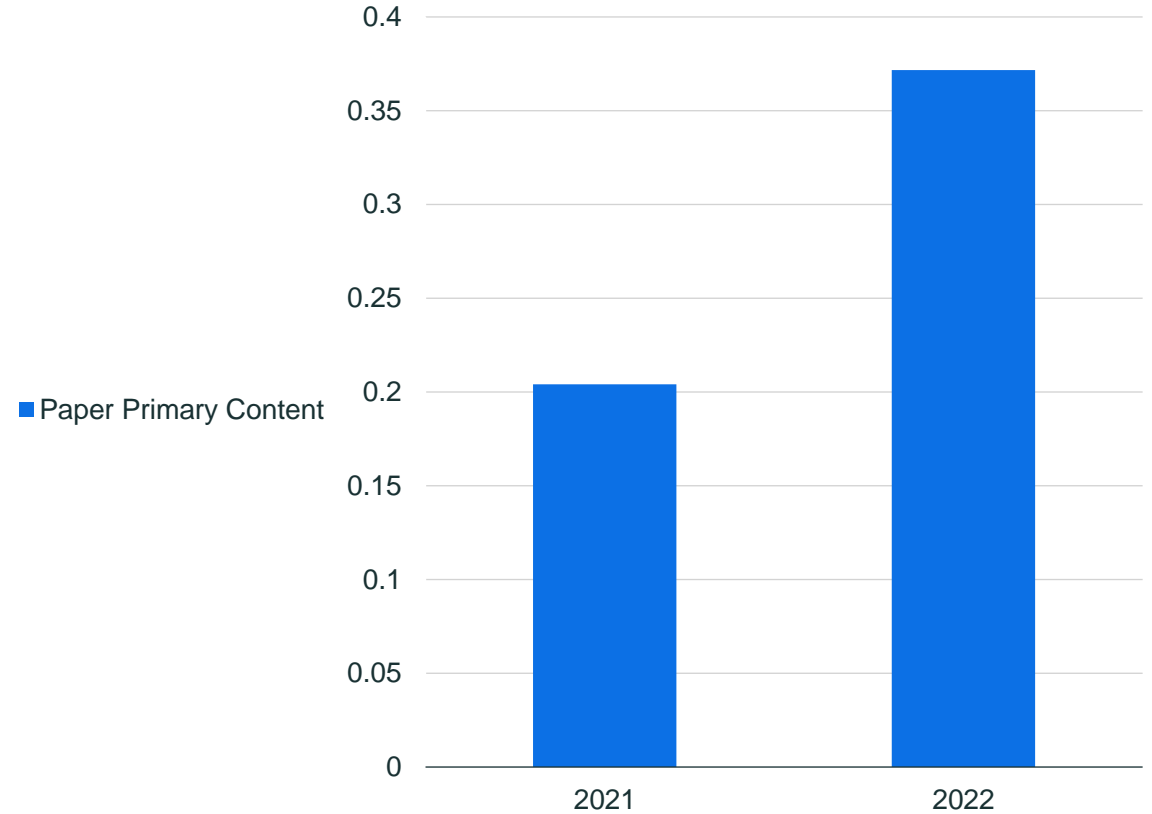
## PROCUREMENT

### Notes

- Paper emissions have increased slightly compared to YE2021. In YE2021, 44,500 sheets of standard paper was purchased, compared to 79,500 sheets of standard paper being purchased in YE2022.

Paper	2021	2022
Paper Primary Content	0.2	0.4
<b>Total</b>	<b>0.2</b>	<b>0.4</b>

Procurement emissions for year ending 2021 and 2022, tCO<sub>2</sub>e



All rows and tables are rounded to one decimal place. This may lead to slight discrepancies in totals within the report.



# Carbon footprint.

## COMMUTING

### Notes

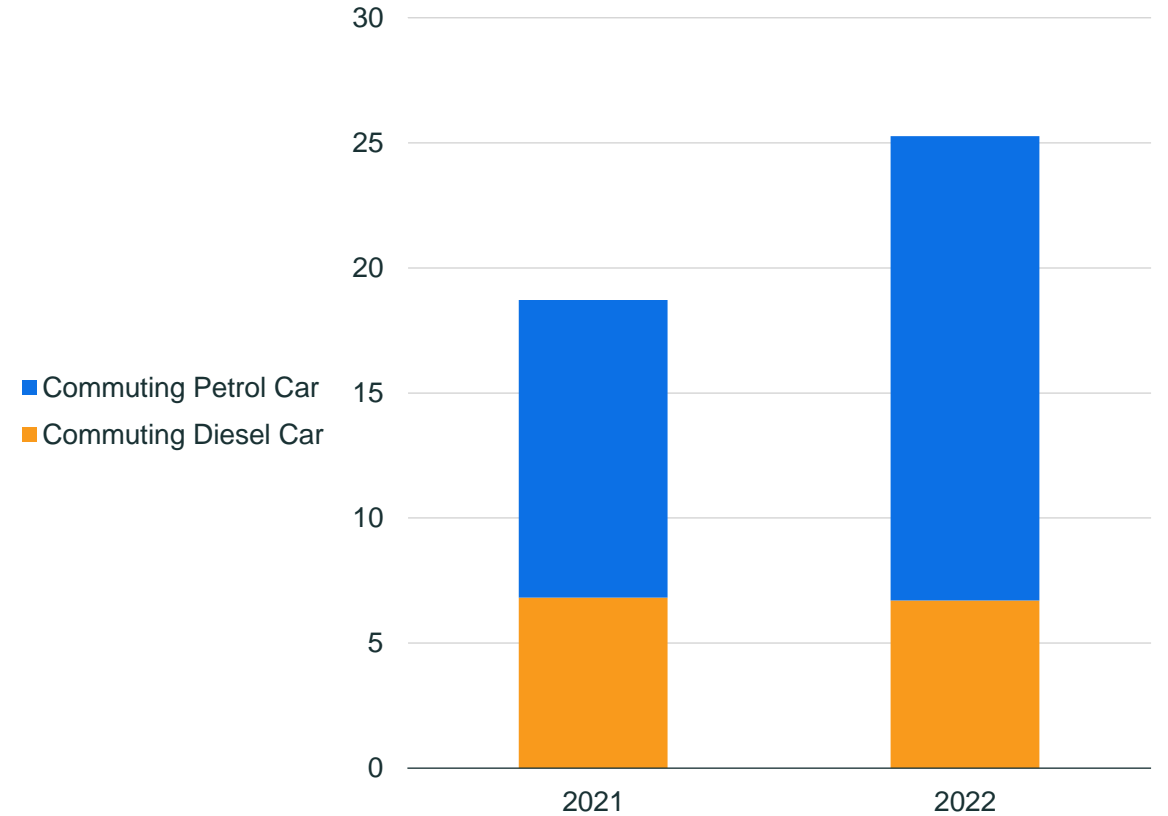
- As noted on the business travel slide, car business travel had been incorrectly grouped with commuting car travel in YE2021, which has now been rectified. The commuting diesel car tCO<sub>2</sub>e has therefore changed from 9.9 to 6.8 tCO<sub>2</sub>e, but the commuting petrol car tCO<sub>2</sub>e of 11.9 has remained the same.
- There has been a very slightly decrease in distance commuted in diesel cars, whereas there has been a 56% increase in distance commuted in petrol cars.

Commuting	2021	2022
Commuting Diesel Car	6.8	6.7
Commuting Petrol Car	11.9	18.6
<b>Total</b>	<b>18.7</b>	<b>25.3</b>



All rows and tables are rounded to one decimal place. This may lead to slight discrepancies in totals within the report.

Commuting emissions for year ending 2021 and 2022, tCO<sub>2</sub>e





# Total carbon footprint.

BY SCOPE

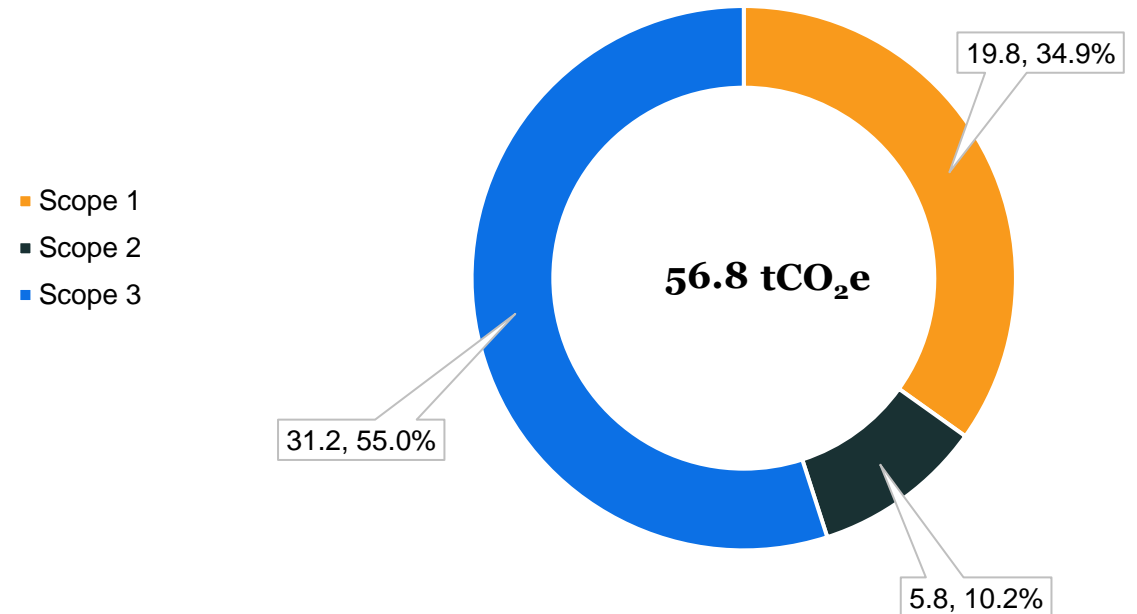
## Notes

- Compared to YE202, Scope 1 emissions make up a much smaller proportion of the total carbon footprint, due to no refrigerant top-ups being made as well as less diesel for maintenance equipment having been purchased.

Scope	tCO <sub>2</sub> e	%
Scope 1	19.8	34.9
Scope 2	5.8	10.2
Scope 3	31.2	55.0
<b>Total</b>	<b>56.8</b>	<b>100.0</b>

All rows and tables are rounded to one decimal place. This may lead to slight discrepancies in totals within the report.

Total carbon emissions by scope for year ending 2022, tCO<sub>2</sub>e





# Carbon footprint.

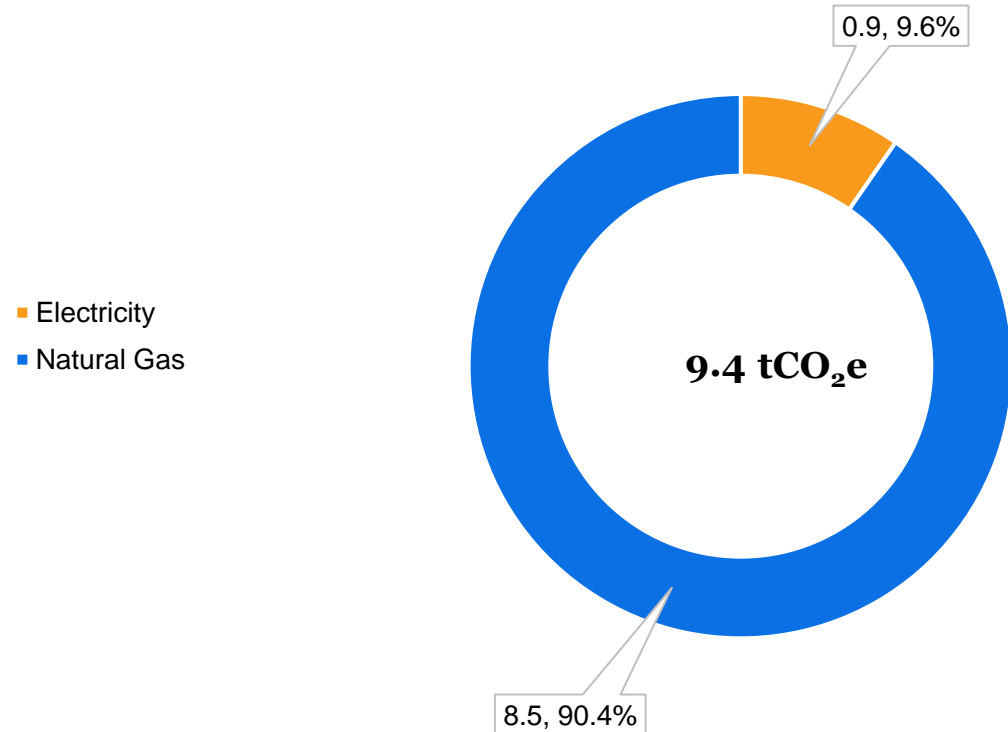
## HOME OFFICE

### Notes:

- Due to the uncertainties surrounding Home Office emissions, and the fact that commuting emissions have not been calculated as part of your footprint, these figures are provided for information only in order to give an indication of the scale of the impact associated with home office energy consumption. They have not been included in your carbon footprint total.

Homeworking	tCO <sub>2</sub> e	%
Electricity	0.9	9.6
Natural Gas	8.5	90.4
<b>Total</b>	<b>9.4</b>	<b>100.0</b>

### Homeworking emissions for year ending 2022, tCO<sub>2</sub>e



All rows and tables are rounded to one decimal place. This may lead to slight discrepancies in totals within the report.



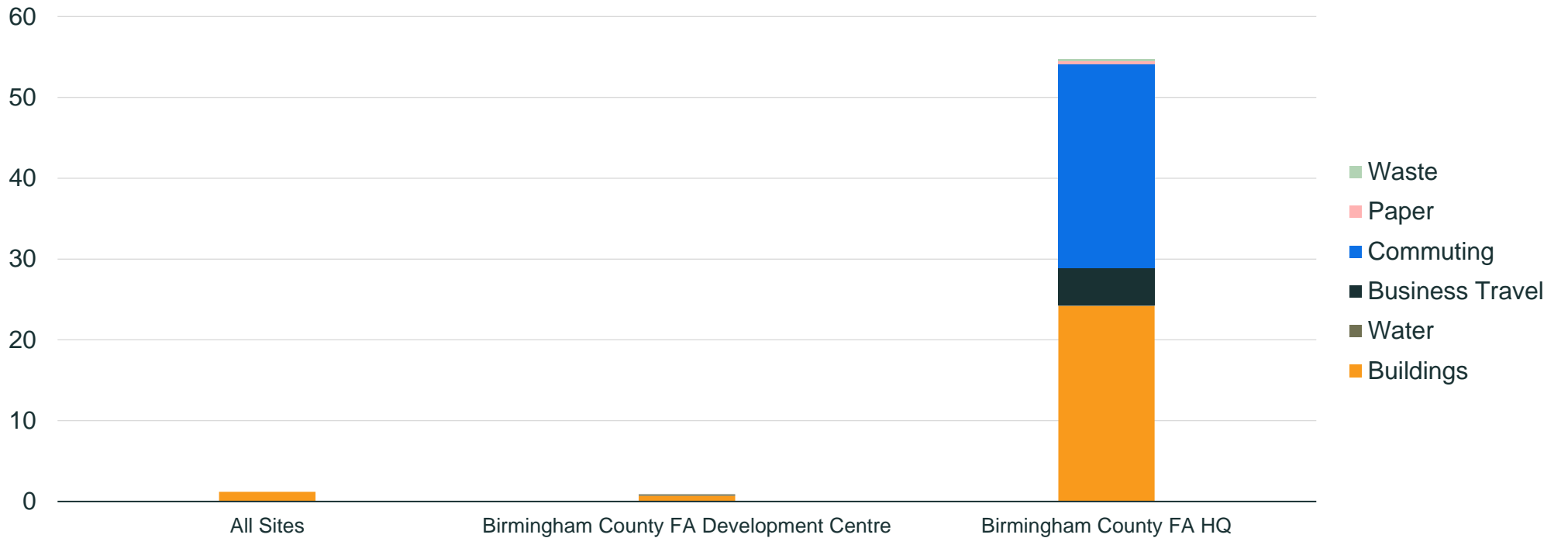
# Carbon footprint.

BY LOCATION

Carbon footprint for each location

tCO<sub>2</sub>e

**Note:**  
All includes business travel, fleet and other fuels, since the data submitted was cumulative for the whole business (i.e. not split between sites)





# Benchmarking Percentage reduction.

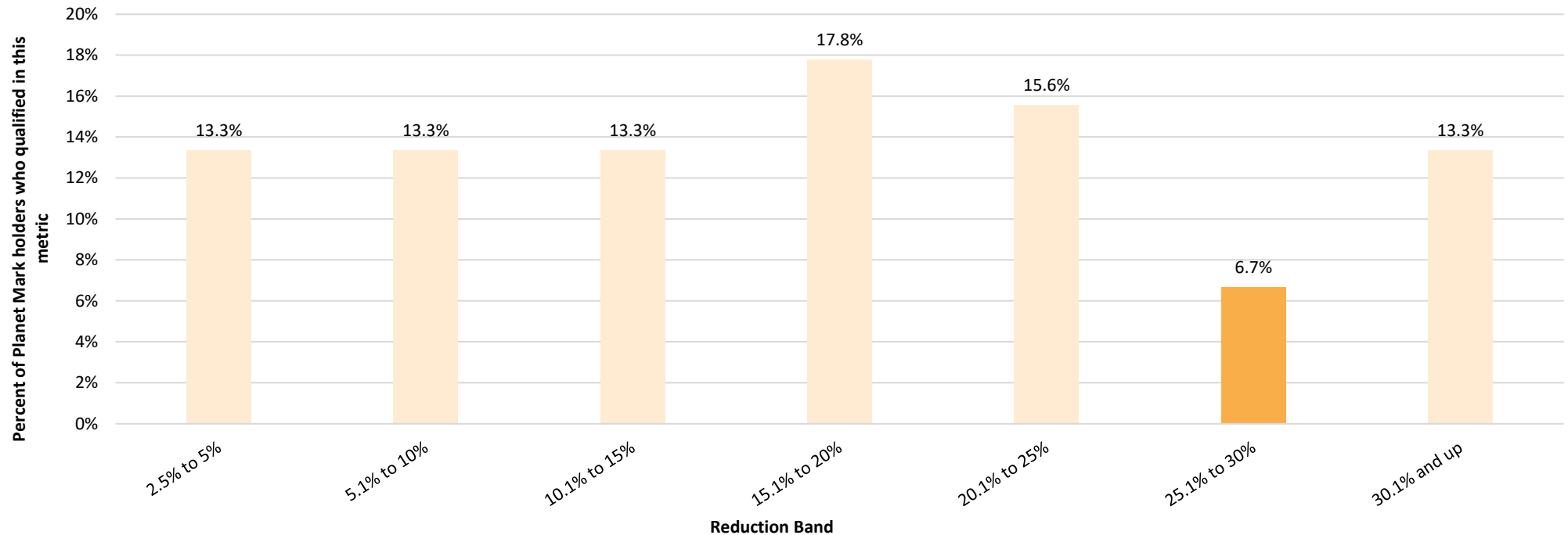
% reduction in total carbon by holders of the Planet Mark (Year 2020)

**-29.9%**



## Your reduction band.

Birmingham County FA reduced its total carbon by 29.9% from the previous year. 6.7% of Planet Mark holders also achieved a 25.1% to 30% reduction in their total carbon.







# Benchmarking Percentage reduction.

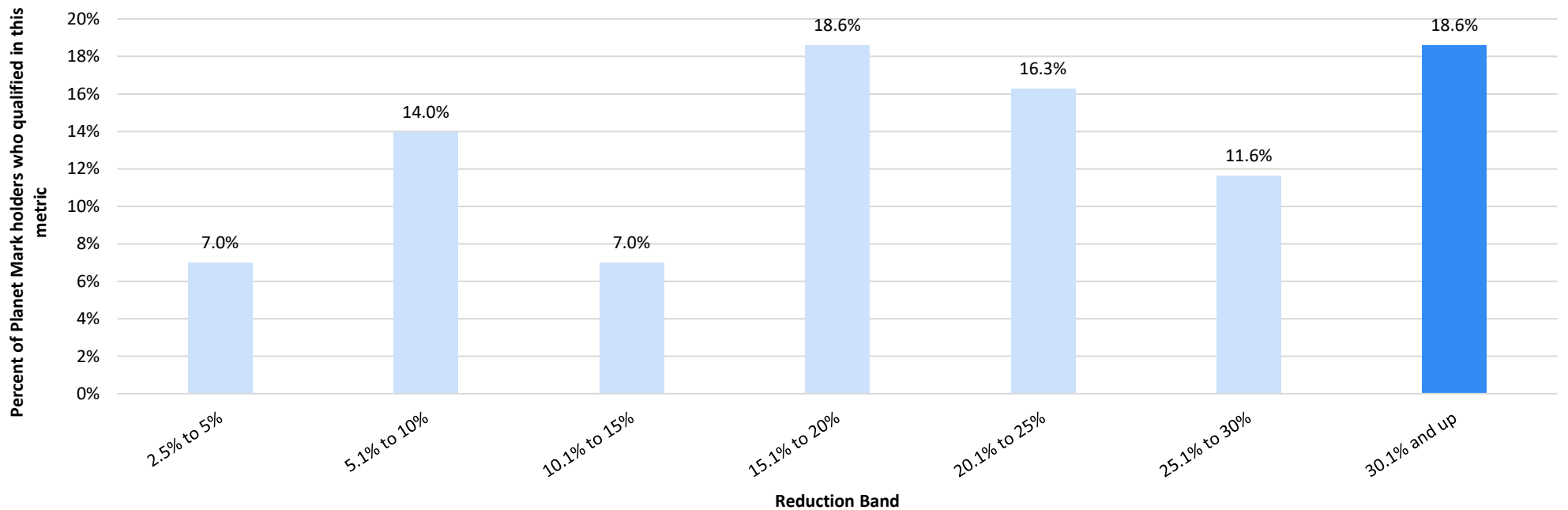
% reduction in total carbon per employee by holders of the Planet Mark (Year 2020)

**-38.8%**



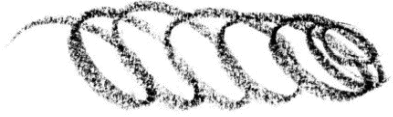
## Your reduction band.

Birmingham County FA reduced its total carbon per employee by 38.8% from the previous year. 18.6% of Planet Mark holders also achieved a 30.1% or higher reduction in their total carbon per employee.






# Looking ahead. Targets for next year.




**Total carbon footprint**  
**56.8 tCO<sub>2</sub>e**



**Total carbon reduction (5%)**  
**2.8 tCO<sub>2</sub>e**



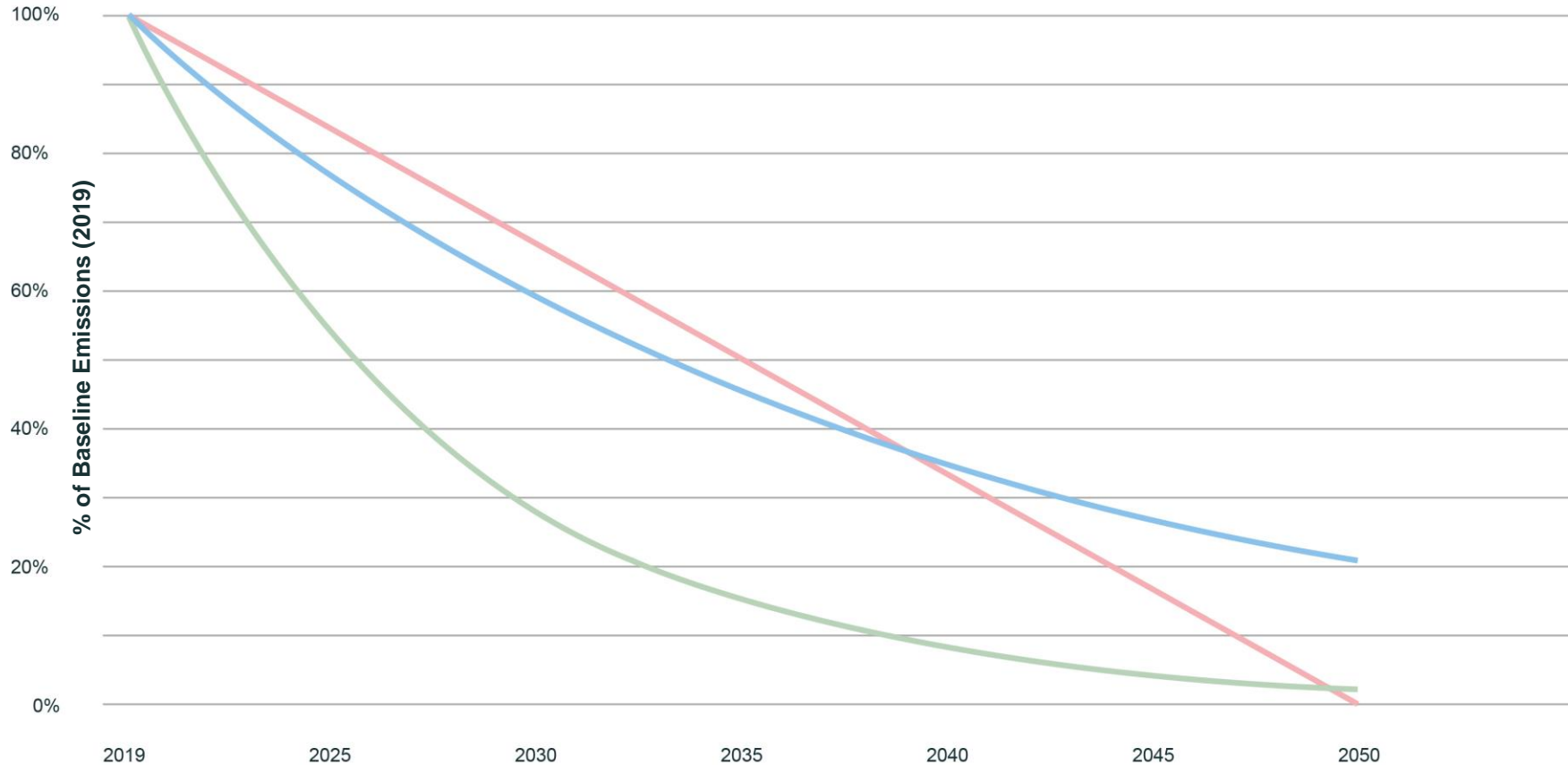
**Carbon reduction per employee (5%)**  
**0.1 tCO<sub>2</sub>e**





# Target setting.

## A Decade of Action: Pathways to Net Zero through varying emissions reduction trajectories



**Planet Mark 5% annual reduction**

- 5% year on year reduction is the minimum annual reduction recommended by the Planet Mark.

**Planet Mark 12% annual reduction**

- 12% year on year reduction is based on the mean average reduction achieved by the Planet Mark holders in Ye2019.
- A 12% year on year reduction from a 2019 baseline will set you on track to meet the UK target Net Zero by 2050.

**Net Zero 2050**



# Step two.

## ENGAGE

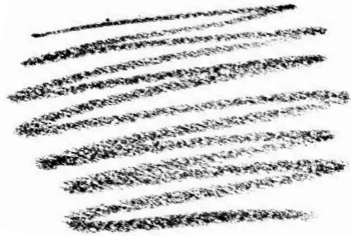




# Workshops.

Our engagement experts will help unlock your employees' passion to innovate and take ownership of their environmental impacts.

Together, we celebrate every commitment and champion every success, providing positive reassurance to help you drive change from within.



Workshop	Description
<b>Sustainability Energiser</b>	A 1 hour session for everyone in the business. It raises awareness about sustainability, the business case for acting on climate change and the carbon footprint of the company. Includes brainstorm session inviting participants to come up with solutions.
<b>Sustainability Plan Workshop</b>	A 3 hour session which lifts the lid on operational carbon emissions, supporting a brainstorming sessions to understand impacts and consider actions that can make a material difference. Participants leave with a one-year Sustainability Plan with SMART targets, roles and responsibilities.
<b>Business Sustainability Essentials Training</b>	A 3 hour session covering the basics of business sustainability and the role your employees can adopt in driving change from within. Offered as both public and private event.
<b>Stakeholder Engagement Workshop</b>	A 30min-1 hour session, focussing on the member's sustainability journey to date, ambitions ahead with the view to encourage their suppliers/customers to join. Q&As, networking opportunity.



# The Eden Project

## *PARTNERSHIP*

At Planet Mark, we recognise that we need nature to address the greatest challenges of our time.

The Eden Project, an educational charity, connects us with each other and the living world, exploring how we can work towards a better future. We are proud to donate funds to support the Eden Project.

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# Cool Earth

## *PARTNERSHIP*

Protecting our rainforests is one of our best lines of defence against climate change.

- Cool Earth is helping rainforest communities to protect nearly 100,000 hectares of biodiversity rich rainforest across three continents.
- Behind this huge milestone are thousands of families whose futures have been transformed.
- We have protected one acre of Peruvian rainforest in your company name.



# COOL EARTH



# Step three.

COMMUNICATE







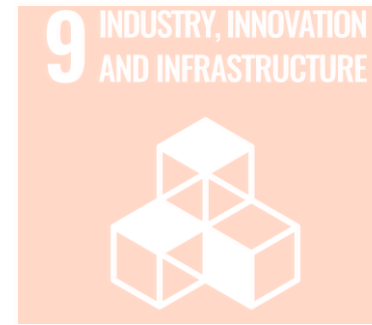
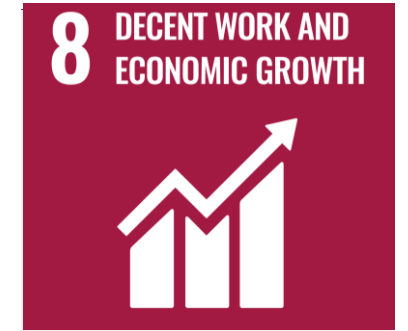
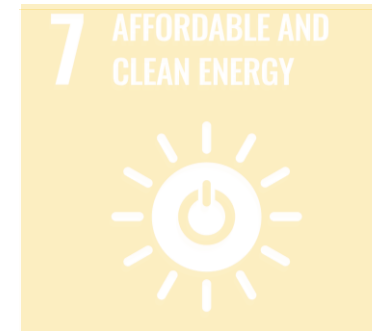
# Communicating your international influence.

The Sustainable Development Goals (SDGs), also known as the Global Goals, are a collection of 17 interrelated goals set by the United Nations. They cover a broad range of social and economic development issues. These include poverty, hunger, health, education, climate change, gender, equality, water, sanitation, energy.

By measuring and reducing your carbon footprint with the Planet Mark, you can directly and measurably contribute to up to 9 SDGs addressing 18 SDG targets.

Contributing towards

# 7 SDGs





# SDG alignment.


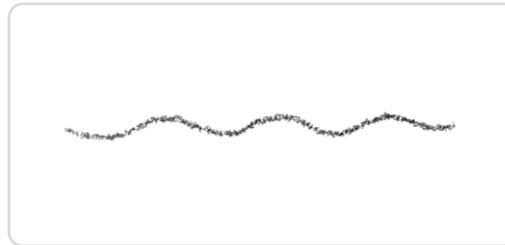


**6** CLEAN WATER AND SANITATION



6.3 - Reduction in total waste produced  
 6.3 - 100% of water treated  
 6.4 - Reduction in water consumption  
 6.6 - Acre of rainforest protected  
 6.6 - Reduction in water consumption

**9** INDUSTRY, INNOVATION AND INFRASTRUCTURE


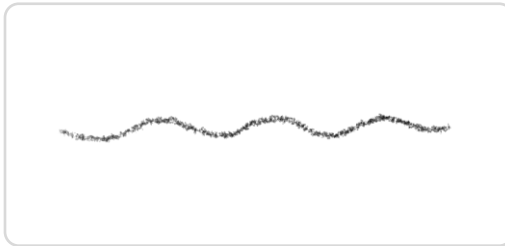



**13** CLIMATE ACTION



13.3 - Reduction in absolute carbon emissions  
 13.3 - Acre of rainforest protected, storing 260 tCO<sub>2</sub>  
 13.3 - Donation to the Eden Project

**7** AFFORDABLE AND CLEAN ENERGY

**11** SUSTAINABLE CITIES AND COMMUNITIES




11.6 - Measured carbon emissions  
 11.6 - Reduction in absolute carbon emissions  
 11.6 - Reduction in total waste produced  
 11.6 - 23% of waste recycled and composted  
 11.4 - Donation to the Eden Project  
 11.4 - Acre of rainforest protected

**14** LIFE BELOW WATER



14.3 - Reduction in absolute carbon emissions  
 14.1 - Reduction in total waste produced

**8** DECENT WORK AND ECONOMIC GROWTH



8.4 - Reduction in absolute carbon emissions  
 8.4 - Reduction in carbon emissions per intensity

**12** RESPONSIBLE CONSUMPTION AND PRODUCTION



12.6 - Measured carbon emissions  
 12.1 - Reduction in absolute carbon emissions  
 12.5 - Reduction in total waste produced  
 12.5 - 23% of waste recycled and composted

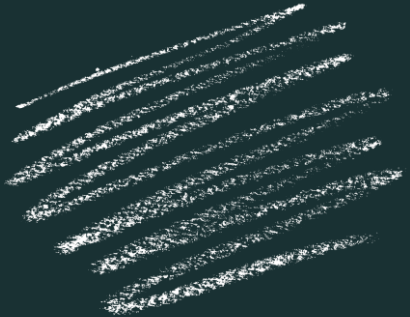
**15** LIFE ON LAND



15.5 - Reduction in absolute carbon emissions  
 15.2 - Acre of rainforest protected, storing 260 tCO<sub>2</sub>



# 5 ways to accelerate your sustainability journey.



## 1. Review our recommendations

**Guidance for general best practice:** See the Appendix of this report for recommendations to do with Data Collection & Quality, Building, Waste, Travel, Paper, Staff Engagement and Supplier Engagement.

## 2. Join our online community

**Planet Mark online community platform:** If you haven't already, invite your team to join our exclusive member-only community platform, where you can check out inspirational initiatives to implement in your own organisation and collaborate with other Planet Mark Members. Join [here](#).

## 3. Use our toolkits & resources

**Toolkits & Guides:** Go to our Members Area on our [website](#) and make use of resources available to Planet Mark members.

## 4. Connect with us

**Social media channels:** We're active across social media and would love to help share your sustainability stories across our platform, just connect and tag us please!

## 5. Need more support?

**We can help.** We are here to support on your sustainability journey, no matter where you're at. If you're on a path to net zero, we have a suite of Net Zero [Solutions](#) to offer. If you want further stakeholder engagement support, browse our list of workshops [here](#) or just get in touch to discuss.



# Data Report.

APPENDIX



Current									
01 January 2021 to 31 December 2021      01 January 2022 to 31 December 2022									
Source	Scope	Unit	Amount	tCO <sub>2</sub> e	Amount	tCO <sub>2</sub> e	% Change in tCO <sub>2</sub> e from previous year	% total carbon footprint	% Change in amounts from previous year
<b>Buildings</b>									
Diesel Fuel	1	litres	-	-	466.2	1.2	-	2%	-
Electricity (location based)	2	kWh	25,468.1	5.4	29,869.4	5.8	7%	10%	17%
Electricity (market based)	2	kWh	-	-	29,869.4	5.9	-	-	-
Gas Oil	1	litres	1,201.9	3.3	-	-	-	-	-
Natural Gas	1	kWh	99,026.8	18.1	101,877.0	18.6	3%	33%	3%
Refrigerants	1	kg	15.1	30.5	-	-	-	-	-
Transmission and Distribution Losses	3	kWh	25,468.1	0.5	29,869.4	0.5	10%	1%	17%
<b>Procurement</b>									
Paper Primary Content	3	tonnes	0.2	0.2	0.4	0.4	82%	1%	82%
<b>Travel</b>									
Bus	3	passenger.km	29.0	0.003	-	-	-	-	-
Commuting Diesel Car	3	km	40,490.3	6.8	39,211.2	6.7	-2%	12%	-3%
Commuting Petrol Car	3	km	68,283.7	11.9	108,920.1	18.6	56%	33%	60%
Diesel Car	3	km	18,263.1	3.1	16,122.4	2.8	-10%	5%	-12%
Petrol Car	3	km	109.5	0.02	10,289.7	1.8	9087%	3%	9293%
Rail Travel	3	passenger.km	3,238.1	0.1	2,960.9	0.1	-9%	0.2%	-9%
Taxi	3	km	12.7	0.003	6.8	0.001	-46%	0.003%	-46%
<b>Waste</b>									
Anaerobic Digestion	3	tonnes	-	-	9.6	0.1	-	0.2%	-
Composting	3	tonnes	5.7	0.1	-	-	-	-	-
Energy from Waste	3	tonnes	12.4	0.3	2.5	0.1	-80%	0.1%	-80%
Recycled	3	tonnes	14.3	0.3	3.7	0.1	-74%	0.1%	-74%
<b>Water</b>									
Water Supply	3	cubic metres	910.0	0.1	480.4	0.1	-47%	0.1%	-47%
Water Treatment	3	cubic metres	910.0	0.2	480.4	0.1	-47%	0.2%	-47%
<b>Location Based</b>									
<b>Total</b>		<b>tCO<sub>2</sub>e</b>		<b>81.0</b>		<b>56.8</b>	<b>-30%</b>		
No. employees		Number		22		25.2			
<b>Total per employee</b>		<b>tCO<sub>2</sub>e</b>		<b>3.7</b>		<b>2.3</b>	<b>-39%</b>		
Turnover £m		£m		1.0		1.2			
<b>Total per £m</b>		<b>tCO<sub>2</sub>e</b>		<b>79.2</b>		<b>46.0</b>	<b>-42%</b>		
<b>Market Based</b>									
<b>Total</b>		<b>tCO<sub>2</sub>e</b>		<b>-</b>		<b>56.9</b>	<b>-</b>		
No. employees		Number		22		25.2			
<b>Total per employee</b>		<b>tCO<sub>2</sub>e</b>		<b>-</b>		<b>2.3</b>	<b>-</b>		
Turnover £m		£m		1.0		1.2			
<b>Total per £m</b>		<b>tCO<sub>2</sub>e</b>		<b>-</b>		<b>46.1</b>	<b>-</b>		



# About this report – General.

<b>Company Name</b>	Birmingham County FA
<b>Sector</b>	Sport & Leisure
<b>Reporting Period</b>	01 January 2022 to 31 December 2022
<b>Year Of Certification</b>	2nd
<b>Reporting Boundary</b>	Birmingham site operations (Ray Hall Lane, Great Barr, Birmingham B43 6JF)
<b>Emission sources included</b>	Electricity, T&D Losses, Natural Gas, Other Fuels, Water, Business Travel, Commuting, Waste, Paper, Homeworking (excluded from footprint)
<b>Total FTE Employees (annual average no.)</b>	25
<b>Total Internal Floorspace (m<sup>2</sup>)</b>	None
<b>Data Collection Lead</b>	Richard Lindsay, Business Insights Manager - <a href="mailto:Richard.Lindsay@BirminghamFA.com">Richard.Lindsay@BirminghamFA.com</a>
<b>Significant reporting changes</b>	None
<b>Baseline Conversion Factor</b>	BEIS 2021
<b>Current Conversion Factor</b>	BEIS 2022
<b>Methodology</b>	We follow the GHG Protocol for Corporate Emission Reporting and The National TOMs Framework for Social Value Reporting. Refer to Planet Mark Code of Practice for detailed information on the methodology and standards used in the preparation of this report
<b>Community Project</b>	Contributions to the Eden Project and to Cool Earth's Asháninka community rainforest project have been made as part of Planet Mark Certification
<b>Prepared by</b>	Kerry Baily, Data Analyst, Planet Mark
<b>Checked by</b>	Jamie Beevor, Head of Technical, Planet Mark Rima Trofimovaite, Head of Certification, Planet Mark
<b>Date</b>	26 January 2023



# About this report – Caveats (i).

Operational Boundary	Scope	Unit	Data Source	Data Accuracy	Comments, omissions, estimates or extrapolations	Organisational Boundary
Electricity	2 and 3	kWh	Primary source - invoices	Actual meter reads	Your electricity consumption is shown in the carbon footprint as Purchased Electricity emissions (Scope 2 emissions) and Electricity Transmission and Distribution losses (Scope 3 emissions).	Birmingham County FA HQ & Birmingham County FA Development Centre
					Your scope 2 electricity emissions are reported in two ways; using the location-based method and the market-based method. Location-based electricity emissions have been calculated using carbon emission factors for average national or sub-national grid electricity and market-based electricity emissions have been calculated using carbon emission factors for your specific electricity supply fuel mix as published on your supplier's website for electricity supplied in the period April 2021 to March 2022.	
Natural Gas	1	kWh	Primary source - invoices	Mostly estimated meter reads, with extrapolation and interpolation to match reporting period	Consumption has been extrapolated and interpolated to match the beginning and end of the reporting period.	Birmingham County FA HQ
Building Fuel	1	litres	Primary source - invoices	Actual, with some estimations for months where invoices were unavailable	As with YE2021, there was white diesel purchased for the operation of grounds maintenance equipment. For months where invoices were not available, we have used the estimated amount of diesel purchased during these months, as per the data submission.	All sites

Note: unless otherwise stated in the report all electricity emissions are location based (i.e. calculated using carbon emission factors for average UK national grid electricity). Do let us know if your electricity is from 100% renewable energy and we will provide dual reporting to show both market based and location based electricity emissions.



# About this report – Caveats (ii).

Operational Boundary	Scope	Unit	Data Source	Data Accuracy	Comments, omissions, estimates or extrapolations	Organisational Boundary
<b>Refrigerant Top Up</b>	1	kg	Primary source - maintenance report	Actual	The 2022 maintenance report for the air conditioning confirmed that there were no refrigerant top-ups made in the reporting year, whereas there had been top-ups in YE2021.	Birmingham County FA HQ
<b>Water Supply &amp; Treatment</b>	3	m <sup>3</sup>	Primary source - invoices	Actual and estimated meter reads with interpolation & extrapolation to match reporting period	Water supply & waste water consumption for both the HQ & Development Centre have been interpolated and extrapolated to match the beginning and end of the reporting period.	Birmingham County FA HQ & Birmingham County FA Development Centre
<b>Homeworking Energy</b>	3	kWh	Secondary source - Planet Mark homeworking energy calculation tool	Estimated	UK homeworking energy includes additional electricity and gas consumption as a result of each full-time equivalent employee working from home. We base our estimate of energy consumption due to homeworking on the new BEIS 2022 homeworking emission factors. The annualised BEIS emission factors have been converted into monthly estimates of energy consumption in order to better account for seasonal variations. Our estimates are based on a 40h working week and a 6-month heating season (October to March) and take into account annual leave.  Where the business has a physical office, homeworking utility emissions are calculated but not included in the Total Carbon Footprint figure.	Birmingham County FA HQ

Note: unless otherwise stated in the report all electricity emissions are location based (i.e. calculated using carbon emission factors for average UK national grid electricity). Do let us know if your electricity is from 100% renewable energy and we will provide dual reporting to show both market based and location based electricity emissions.





# About this report – Caveats (iii).

Operational Boundary	Scope	Unit	Data Source	Data Accuracy	Comments, omissions, estimates or extrapolations	Organisational Boundary
Private Vehicles Used for Business	3	km	Primary source - expense claims	Actual	None	Birmingham County FA HQ
Rail Travel	3	pkm	Primary source - expense claims	Actual	None	Birmingham County FA HQ
Taxi Travel	3	km	Primary source - expense claims	Actual	None	Birmingham County FA HQ
Commuting	3	km	Primary source - staff survey	Actual	Commuting has been calculated using a staff survey and broken down by the mode of transport used to commute and against the number of days commuted in total within the year. This has then been applied against the distance of the commuting journeys. An average of 3 days a week commuting has been used, and an assumption of 47 weeks commuting in the reporting year.	Birmingham County FA HQ

Note: unless otherwise stated in the report all electricity emissions are location based (i.e. calculated using carbon emission factors for average UK national grid electricity). Do let us know if your electricity is from 100% renewable energy and we will provide dual reporting to show both market based and location based electricity emissions.



# About this report – Caveats (iv).

Operational Boundary	Scope	Unit	Data Source	Data Accuracy	Comments, omissions, estimates or extrapolations	Organisational Boundary
Waste Recycling	3	tonnes	Primary source - supplier report	Actual	We have updated our approach to calculating emissions from waste. This change in methodology has led to a reduction in our estimate of the weight of waste arisings based on the number of bin collections and this may result in an apparent reduction in the waste emissions estimate.	Birmingham County FA HQ
Energy from Waste	3	tonnes	Primary source - supplier report	Actual	We have updated our approach to calculating emissions from waste. This change in methodology has led to a reduction in our estimate of the weight of waste arisings based on the number of bin collections and this may result in an apparent reduction in the waste emissions estimate.	Birmingham County FA HQ
Waste Composting	3	tonnes	Secondary source - estimated	Actual	Where weight information was available for composted waste, we have used this to calculate waste emissions rather than the bin type/frequency emptied.	Birmingham County FA HQ
Procurement - Paper	3	tonnes	Primary source - invoices	Actual	None	Birmingham County FA HQ
Headcount		no.	Primary source - organisation structure	Actual	We have used the annual average full-time equivalent employees. Part-time employees are assumed to work 20 hours a week. We assume headcount only includes active employees (i.e. excludes employees on furlough).	Birmingham County FA operations

Note: unless otherwise stated in the report all electricity emissions are location based (i.e. calculated using carbon emission factors for average UK national grid electricity). Do let us know if your electricity is from 100% renewable energy and we will provide dual reporting to show both market based and location based electricity emissions.



# About this report – Caveats (v).

Operational Boundary	Scope	Unit	Data Source	Data Accuracy	Comments, omissions, estimates or extrapolations	Organisational Boundary
Turnover		£m	Primary source - financial statement	Actual	None	Birmingham County FA operations
Restatement					Last year's carbon footprint has been restated to correct the allocation of car business travel and car commuting travel emissions. In the original YE2021 footprint, car business travel had been grouped together with car commuting travel, whereas with the restatement this has been separated out between business travel and commuting. The total carbon footprint remains exactly the same.	Birmingham County FA operations

Note: unless otherwise stated in the report all electricity emissions are location based (i.e. calculated using carbon emission factors for average UK national grid electricity). Do let us know if your electricity is from 100% renewable energy and we will provide dual reporting to show both market based and location based electricity emissions.



# About this report.

## Data Quality.

### Data quality score

The data quality score is based on the 'Data Quality Matrix' in the Planet Mark Code of Practice and provides an indication of data assurance when using information in this report in your business.

	Previous Year	01 January 2022 to 31 December 2022	Definition
Relevance of boundary	3	4	Boundary accurately reflects the entire business carbon footprint for the studied period. (eg 95% of organisational activity included)
Data completeness	3	3	12 months of data provided for most sources.
Transparency	4	4	Full disclosure of assumptions and sufficient original evidence provided to support data submission.
Data accuracy	3	4	Mainly use of primary data sources and minimal estimated data.
Consistency		3	Largely consistent or improved methods, boundary and data completeness with supporting evidence of changes made.
<b>Total score</b>	<b>13 out of 16</b>	<b>18 out of 20</b>	

**As a way to improve your data quality score for future reports, it is recommended:**

- Ensure that purchases of diesel fuel for maintenance equipment are accurately recorded each month, with any months with no purchases being noted.
- Aim for water and natural gas consumption to be based fully or largely off actual meter readings.



# About this report – Caveats – Adjusted Data (i).

**Notes:** Data for the periods shown below has been interpolated or extrapolated as indicated in the table.

Emission Source	Scope	Site	Data Source	Data Accuracy	Date From	Date To	No. of Days	Adjusted Date From	Adjusted Date To	Adjusted No. of Days	Comment
Natural Gas	1	Birmingham County FA HQ	Invoice	Estimated	07-01-2022	03-02-2022	28	01-01-2022	03-02-2022	34	0
Natural Gas	1	Birmingham County FA HQ	Invoice	Estimated	02-12-2022	03-01-2023	33	02-12-2022	31-12-2022	30	0
Water Supply	3	Birmingham County FA HQ	Invoice	Actual meter read	04-11-2021	31-03-2022	148	01-01-2022	31-03-2022	90	0
Water Supply	3	Birmingham County FA HQ	Invoice	Mixed (actual & est)	25-05-2022	30-11-2022	190	25-05-2022	31-12-2022	221	0
Water Supply	3	Birmingham County FA Development Centre	Invoice	Actual meter read	04-11-2021	31-03-2022	148	01-01-2022	31-03-2022	90	Irrigation of 2 x grass football pitches
Water Supply	3	Birmingham County FA Development Centre	Invoice	Mixed (actual & est)	25-05-2022	30-11-2022	190	25-05-2022	31-12-2022	221	Irrigation of 2 x grass football pitches
Water Treatment	3	Birmingham County FA HQ	Invoice	Actual meter read	04-11-2021	31-03-2022	148	01-01-2022	31-03-2022	90	0



# About this report – Caveats – Adjusted Data (ii).

**Notes:** Data for the periods shown below has been interpolated or extrapolated as indicated in the table.

Emission Source	Scope	Site	Data Source	Data Accuracy	Date From	Date To	No. of Days	Adjusted Date From	Adjusted Date To	Adjusted No. of Days	Comment
Water Treatment	3	Birmingham County FA HQ	Invoice	Mixed (actual & est)	25-05-2022	30-11-2022	190	25-05-2022	31-12-2022	221	0
Water Treatment	3	Birmingham County FA Development Centre	Invoice	Actual meter read	04-11-2021	31-03-2022	148	01-01-2022	31-03-2022	90	Irrigation of 2 x grass football pitches
Water Treatment	3	Birmingham County FA Development Centre	Invoice	Mixed (actual & est)	25-05-2022	30-11-2022	190	25-05-2022	31-12-2022	221	Irrigation of 2 x grass football pitches



# Recommendations.

APPENDIX





# Guidance for general best practice.

## Data collection and quality

**Evidence pack:** Collate all relevant invoices in an electronic evidence pack.

**Utilities:** Take readings of all meters on the last day of the month. Investigate the installation of smart meters.

**Headcount:** Ask HR for a table showing monthly full time equivalent headcount for the whole reporting period.

**Fuel:** Introduce fuel cards.

**Travel:** Ask your travel suppliers to provide you with a report detailing mileage and mode of transport so you can accurately add data to your carbon footprint. For non centrally booked travel record mode of travel, destination/origin and distances travelled in expense claim forms.

## Building

**Energy efficiency:** Regular 'energy audits' will help identify where most energy is being used and potential wastage from equipment, lights and heat loss. Investigate the installation of LED, T5 and sensor lighting and the upgrade of heating controls.

## Waste

**Carry out a waste management audit:** To understand what waste you are producing, where it is coming from and what the best route for it would be. Provide plenty of bins for segregating waste correctly and encouraging recycling.

**Engage your waste management supplier** to help you reduce landfill waste and instead increase the proportion that goes to recycling and to energy from waste.





# Guidance for general best practice.

## Water

**Check your meters at night**, or when water is not in use, to monitor leakage.

**Introduce a water use awareness campaign** in communal kitchen areas.

## Travel

**Record all business travel** and promote public transport options for business meetings.

**Arrange safe and fuel efficient driving training** for all drivers. Plan driver routes to finish at their homes.

**Choose fuel efficient vehicles.** Electric or hybrid cars are exempt from various taxes. Subsidies are also available for smallest vehicles. Provide incentives for employees to opt for low carbon cars, and limit choices to those which meet sustainability criteria

**Choose travel management companies**, airlines, taxi companies, couriers and other providers that are Planet Mark certified, and look for clear progress on improving fuel efficiency and pursuing credible, sustainable solutions for travel.

## Paper

**Buy paper from sustainable forests** or recycled content. Ask for FSC or PEFC branded paper as a minimum - ideally with the EU Eco label.

**Choosing recycled content paper**, your carbon emissions from paper use are reduced by 30% but choosing sustainably sourced paper the benefits are more holistic as you support the demand for sustainably managed forests which may otherwise be cut down for a different land use such as agriculture.



# Guidance for general best practice.

## **Staff engagement**

**Organise annual sustainability workshops.**  
Carry out an energy awareness and 'switch off' campaign.

## **Supplier engagement**

**Explore your possibilities and choose consciously.** Check the [Planet Mark website](#) for companies that are currently engaged on reducing their carbon footprint.

# A BRIGHTER future.



# THANK YOU

## Get in touch

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