

# Business Certification

**Birmingham County FA**

*YEAR 3*

01 January 2023 to 31 December 2023

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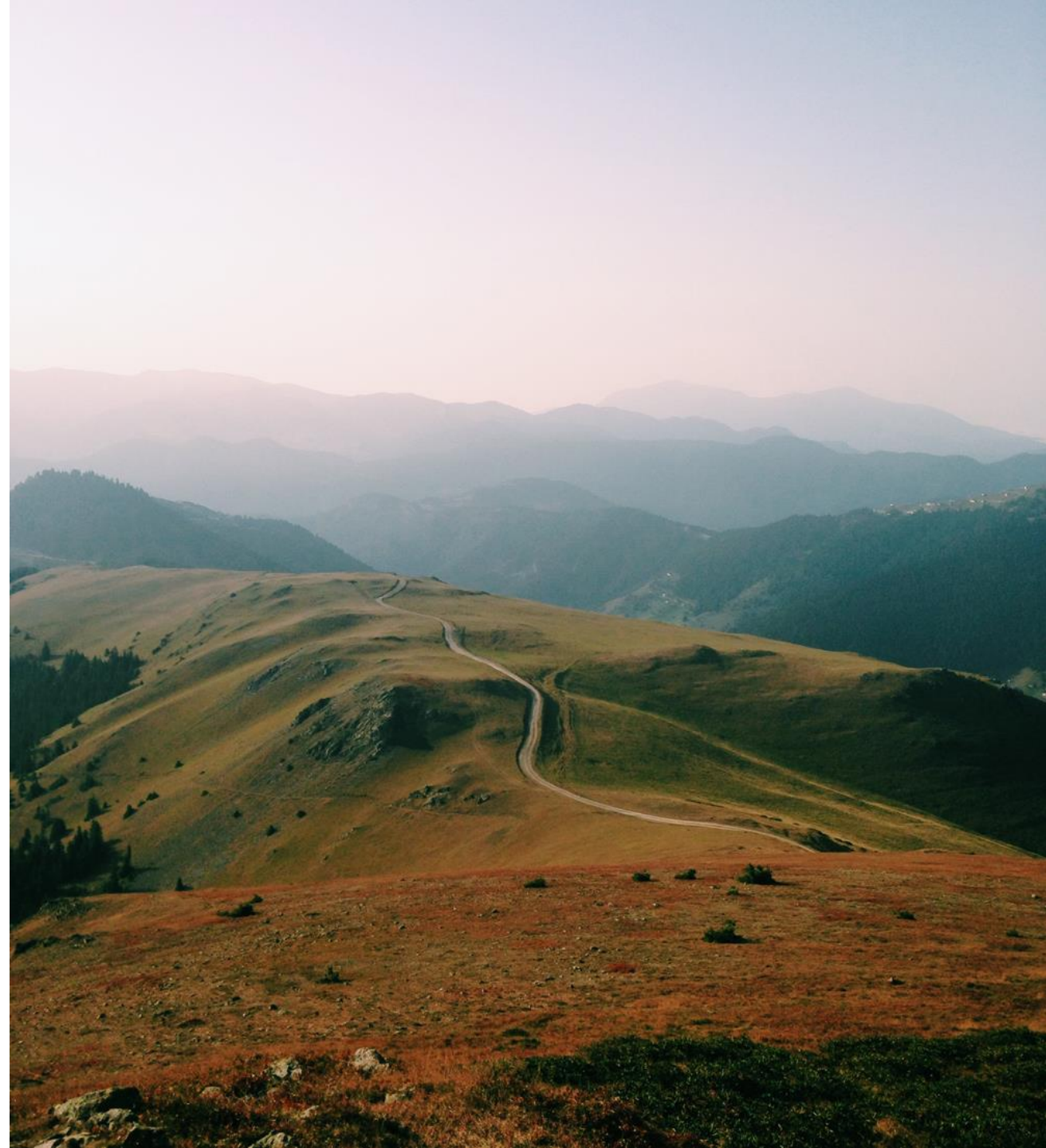
Measure



Engage



Communicate





# Executive Summary

This is Birmingham County FA's 3rd year of business carbon footprint reporting and certification to The Planet Mark. Birmingham County FA first calculated the carbon footprint of its Birmingham site operations for the year ending YE2021. This year's footprint includes emissions from electricity, t&d losses, on-site renewables, natural gas, water, business travel, commuting, waste, paper, diesel, homeworking (not included in total footprint). Birmingham County FA has been certified with The Planet Mark for the year ending December 2023 based on its absolute reduction and per employee reduction and set a target to reduce emissions by 5% annually.

Birmingham County FA's measured location-based carbon footprint for year ending December 2023 was 50.3 tCO<sub>2</sub>e, a decrease of 11.4% from the year ending December 2022. The carbon footprint per £m turnover was 40.5 tCO<sub>2</sub>e (a decrease of 11.9%) and the carbon footprint per employee was 2.0 tCO<sub>2</sub>e (a decrease of 11.1%). Scope 1 emissions (diesel fuel, natural gas) account for 31.3%, location-based scope 2 emissions (electricity) account for 11.4% and scope 3 emissions (transmission and distribution losses, paper, business travel, commuting, waste, water) account for 57.3%. Birmingham County FA's measured market-based footprint in the year ending December 2023 was 50.2 tCO<sub>2</sub>e, a decrease of 11.7% from the year ending December 2022. Birmingham County FA is procuring British Gas, SmartestEnergy and Corona Energy electricity which results in lower market-based emissions.

Although on-site renewables consumption is included under electricity, and the consumption from both building electricity and solar generation is higher than just the building electricity consumption from YE2022, electricity emissions have actually decreased by 0.6%. This is due to the solar generated electricity having zero emissions associated with it. There has been a 25% increase in diesel fuel emissions though this will not be entirely accurate due to having to estimate fuel from cost in YE2023. Natural gas emissions have decreased by 23%.

On-site renewables have been able to be included for the first time in YE2023, since a solar array was fitted on-site on 7<sup>th</sup> February 2023. This is accounted for under electricity, and has zero emissions associated with it as the Feed-in-Tariff is not received. Diesel fuel for grounds equipment use has had to be estimated based off the costs of the fuel purchased in YE2023, using monthly average diesel pence per litre data from GOV.UK.



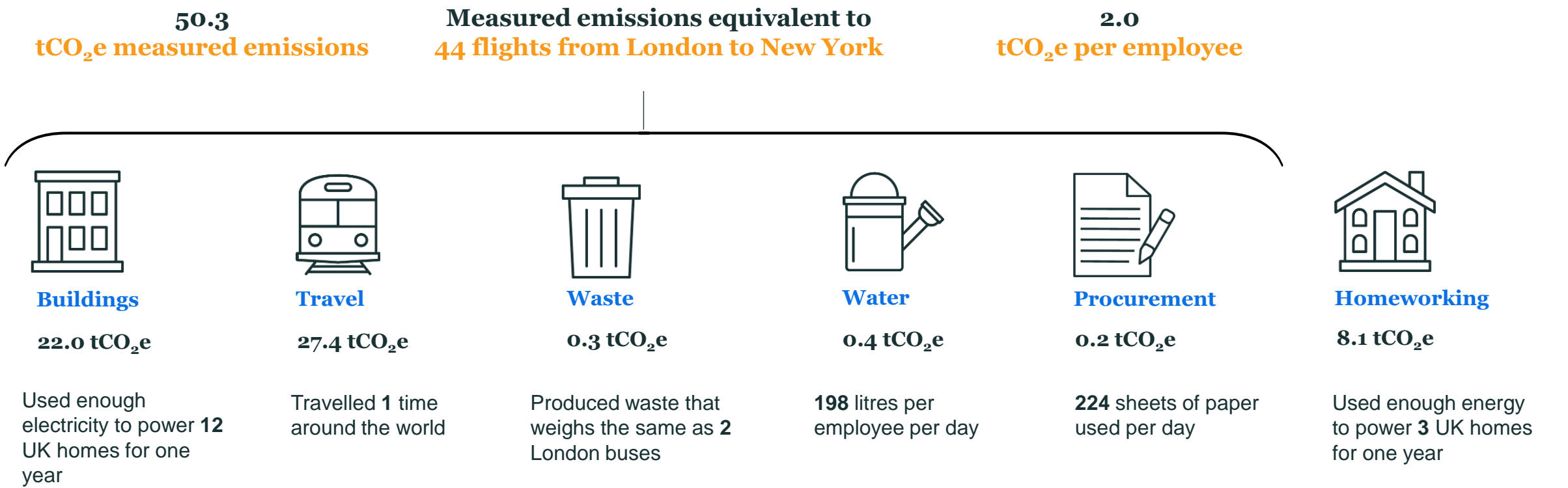
# PlanetMark

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It's more than a mark



# Measured carbon EMISSIONS





# Step one.

# MEASURE







# Measured carbon footprint.

## Location *BASED*

**Reporting year:**

01 January 2023 to 31 December 2023

**Reporting Boundary:**

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

**Emissions measured:**

Electricity, T&D Losses, On-Site Renewables, Natural Gas, Water, Business Travel, Commuting, Waste, Paper, Diesel, Homeworking (not included in total footprint)

**Highlights:**

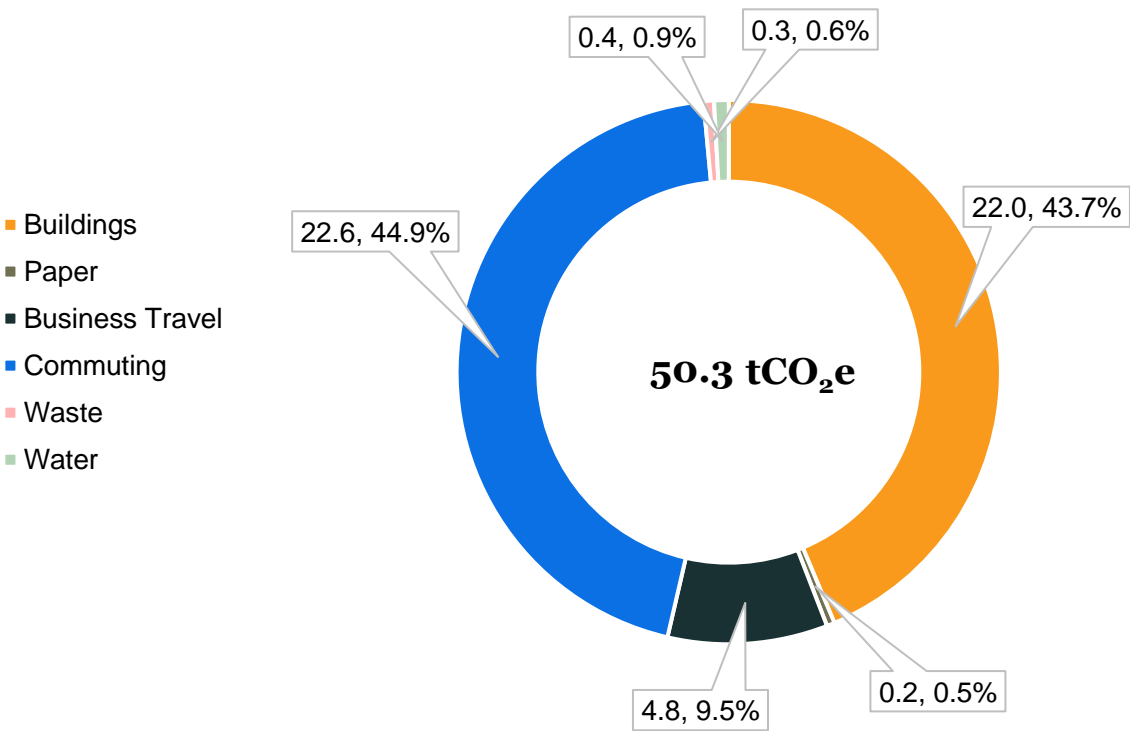
Carbon footprint (tCO<sub>2</sub>e): **50.3**

Per employee (tCO<sub>2</sub>e): **2.0**

Next reduction target: **5%**

Data quality score: **18 out of 20**

Carbon footprint by emission source for year ending 2023, 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).



# Measured carbon footprint.

## Market *BASED*

**Reporting year:**

01 January 2023 to 31 December 2023

**Reporting Boundary:**

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

**Emissions measured:**

Electricity, T&D Losses, On-Site Renewables, Natural Gas, Water, Business Travel, Commuting, Waste, Paper, Diesel, Homeworking (not included in total footprint)

**Highlights:**

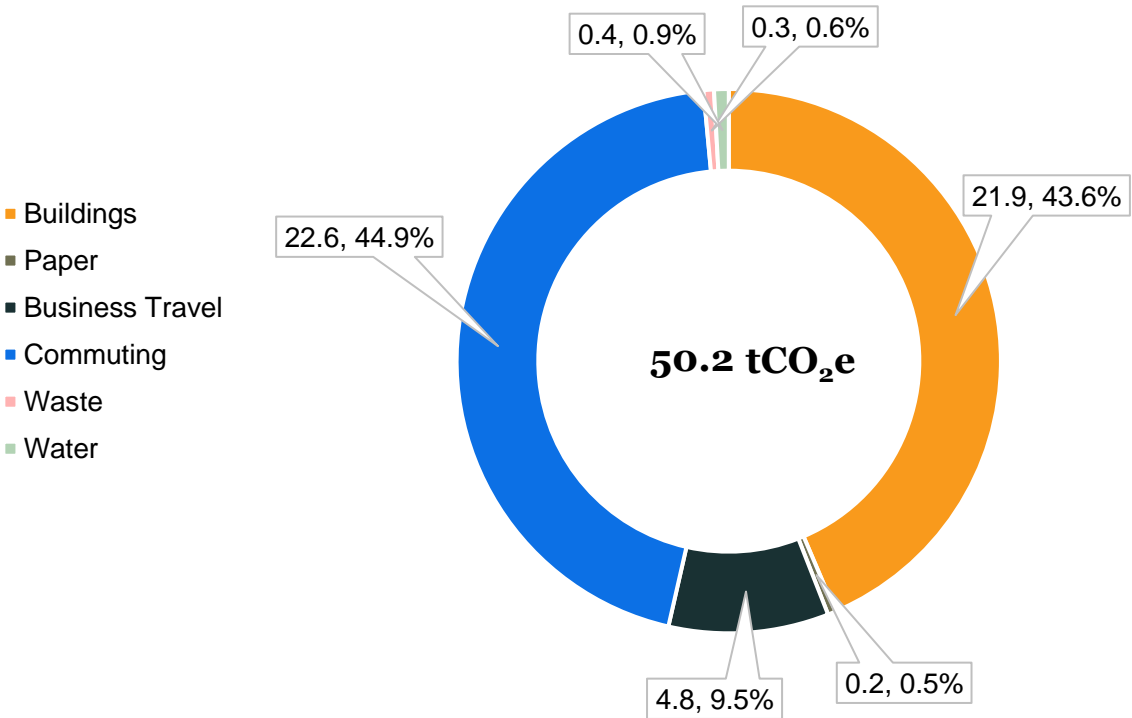
Carbon footprint (tCO<sub>2</sub>e): **50.2**

Per employee (tCO<sub>2</sub>e): **2.0**

Next reduction target: **5%**

Data quality score: **18 out of 20**

Carbon footprint by emission source for year ending 2023, 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).



# Market-based methodology.

## What is market-based carbon footprint measurement?

The market-based method was introduced in 2015 in order to allow companies to reflect the emissions from the electricity that they have specifically chosen to procure or generate on-site, which in most cases will be different from the average emissions of the electricity that is generated by the local grid.\* For the purposes of year-to-year comparison and reduction, location-based value is used, to ensure consistency and adherence to Business Certification Scheme Rules.

### If you have a green tariff:

Different electricity suppliers (and different tariffs from the same electricity supplier) may have different greenhouse gas emissions attributed to them depending on the mix of generators that they source electricity from, and they have to declare the fuel mix of their electricity supplies to Ofgem on an annual basis.

Your electricity supplier may choose to invest in new renewable generation capacity of its own or contract directly with an existing renewable generator via a mechanism known as a Power Purchase Agreement (PPA). Under a PPA the supplier commits to purchasing electricity produced by the renewable generator for a long period, providing certainty for the generator and a good price for the supplier.

A more common approach to green tariffs is for electricity suppliers to purchase electricity from the wholesale market (which means that it has been generated by a range of sources including fossil fuel generators) and then purchase and retire an equivalent number of certificates known as REGOs (Renewable Energy Guarantees of Origin). This type of green tariff is usually described as being “REGO-backed”. **These REGO-backed green tariffs would be eligible for zero emissions under the market-based method, however we recommend that our members seek out high quality green tariffs which go beyond minimum standards and actively support the deployment of additional, new renewables generation capacity.**

**If your electricity supply is not a 100% renewable, then under the market-based approach, we use the emission factor based on the tariff or the supplier's fuel mix disclosure declaration. In some cases, this will be lower than the grid average emission factor used in the market-based approach.** If no tariff or supplier-specific emission factor is available, then an emission factor based on the residual fuel mix is used. This emission factor is higher than the grid average emission factor as the residual fuel mix is made up of all fossil fuel and nuclear generation along with the renewable generation which does not have a retired REGO associated with it. This results in market-based carbon footprint being higher than location-based.

### If you have on-site renewables:

**If your renewables installation is not supported by the Feed-In Tariff (FiT) or if you retired REGOs equivalent to the amount of electricity consumed from an on-site renewable installation, you are eligible for zero emissions for the generated electricity which you consume on-site under both the market-based and location-based methods.** Electricity exported to the grid is excluded and does not contribute to a reduction in emissions.

Planet Mark members with FiT-supported renewables installations (the FiT ran in the UK from April 2010 to March 2019) who have not registered for, claimed and retired REGOs for the generation cannot claim the zero carbon electricity (please refer to Ofgem rules). In this case the average grid emission factor is applied to consumption of on-site renewable generation under the location-based method and the residual fuel mix emission factor is applied under the market-based method. It is possible to register a FiT-supported renewable installation with Ofgem and retire the associated REGOs and in this case a zero emission factor would be applied to consumption of on-site renewable generation in both the location-based and market-based methods.

A REGO (Renewable Energy Guarantees of Origin) is a certificate which is issued by Ofgem to a renewable generator for each MWh (megawatt-hour) of renewable electricity that they produce.

\* [https://ghgprotocol.org/sites/default/files/standards/Scope%202%20Guidance\\_Final\\_Sept26.pdf#page=28](https://ghgprotocol.org/sites/default/files/standards/Scope%202%20Guidance_Final_Sept26.pdf#page=28)



# Measured carbon footprint.

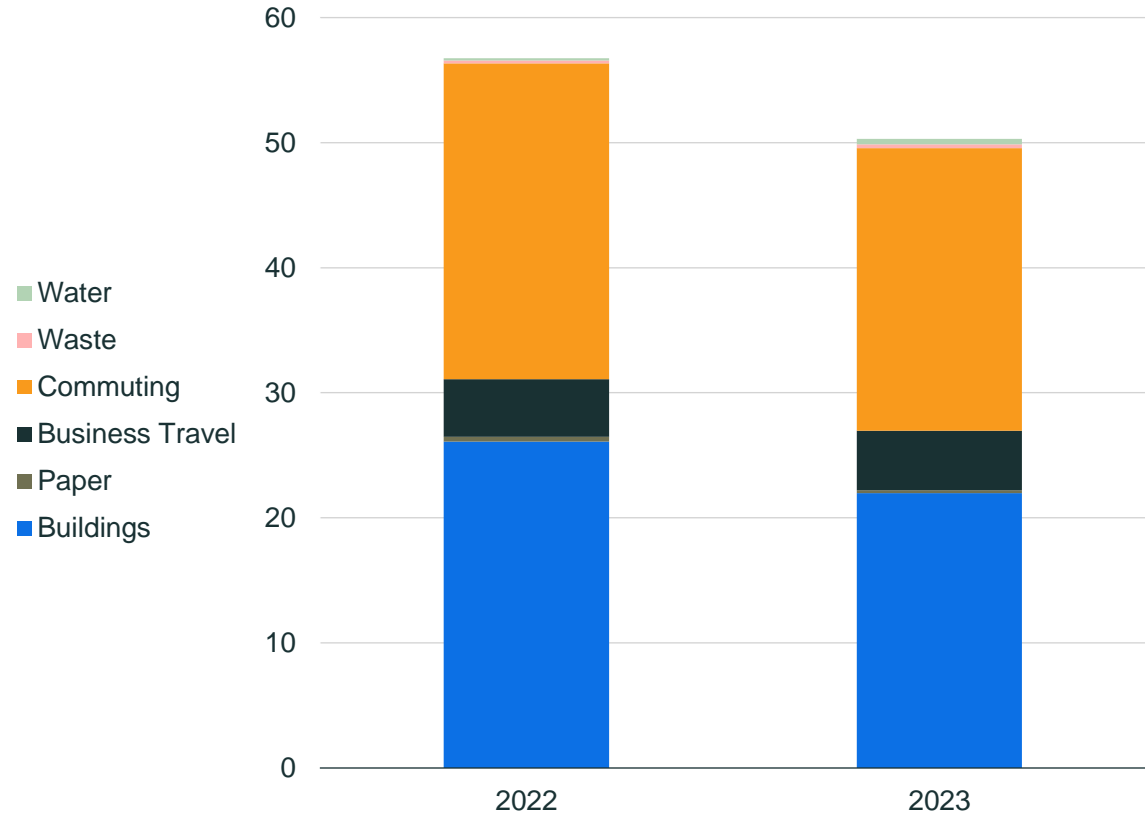
## Yearly *COMPARISON*

There has been an 11% decrease in total emissions year-on-year. This is due to decreases in emissions associated with: buildings, paper and commuting. In February 2023, Birmingham County Football Association had a solar array fitted on-site, and therefore this has been able to be measured and included for the first time.

Source Category	2022	2023
Buildings	26.1	22.0
Paper	0.4	0.2
Business Travel	4.6	4.8
Commuting	25.3	22.6
Waste	0.2	0.3
Water	0.2	0.4
Total	56.8	50.3

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 2022 and 2023, tCO<sub>2</sub>e







# Carbon footprint.

## BUILDINGS

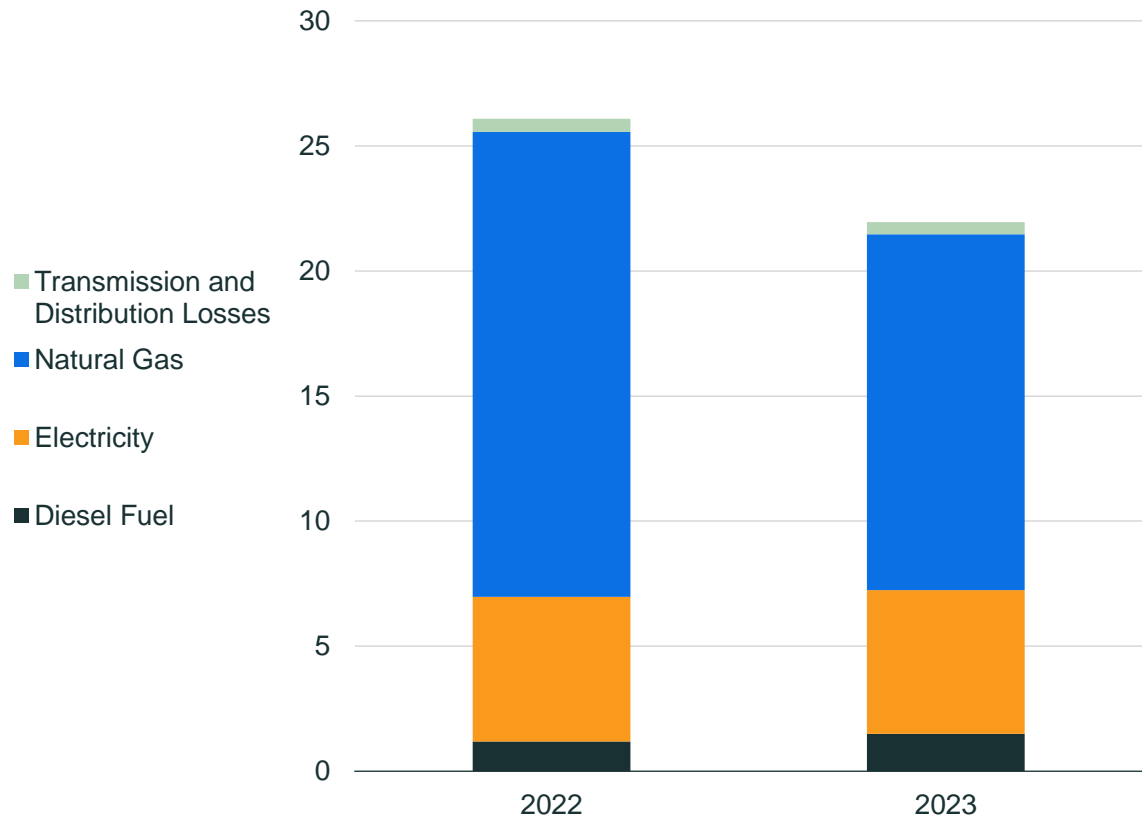
There has been a 25% increase in diesel fuel emissions; although, for 2022 emissions were calculated off actual fuel data whereas in 2023 only cost data was available to estimate from. On-site renewables have zero emissions associated and are included under electricity. Natural gas emissions have decreased by 23%.

Buildings	2022	2023
Diesel Fuel	1.2	1.5
Electricity	5.8	5.7
Natural Gas	18.6	14.2
Transmission and Distribution Losses	0.5	0.5
Total	26.1	22.0



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 2022 and 2023, tCO<sub>2</sub>e





# Carbon footprint.

## Business TRAVEL

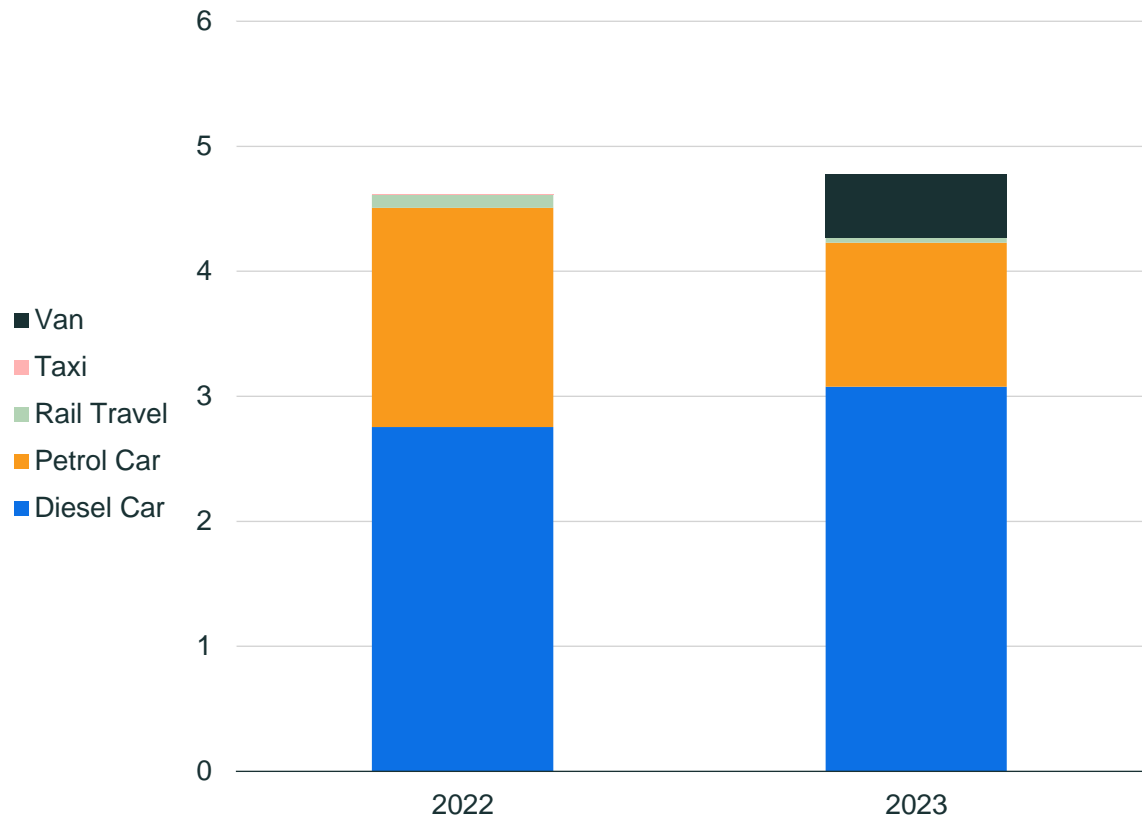
Diesel car emissions increased by 11%, petrol car emissions decreased by 34%.  
Rail emissions decreased by 63%.

Business Travel	2022	2023
Diesel Car	2.8	3.1
Petrol Car	1.8	1.2
Rail Travel	0.1	0.04
Taxi	0.001	-
Van	-	0.5
Total	4.6	4.8



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 2022 and 2023, tCO<sub>2</sub>e





# Carbon footprint.

## WASTE

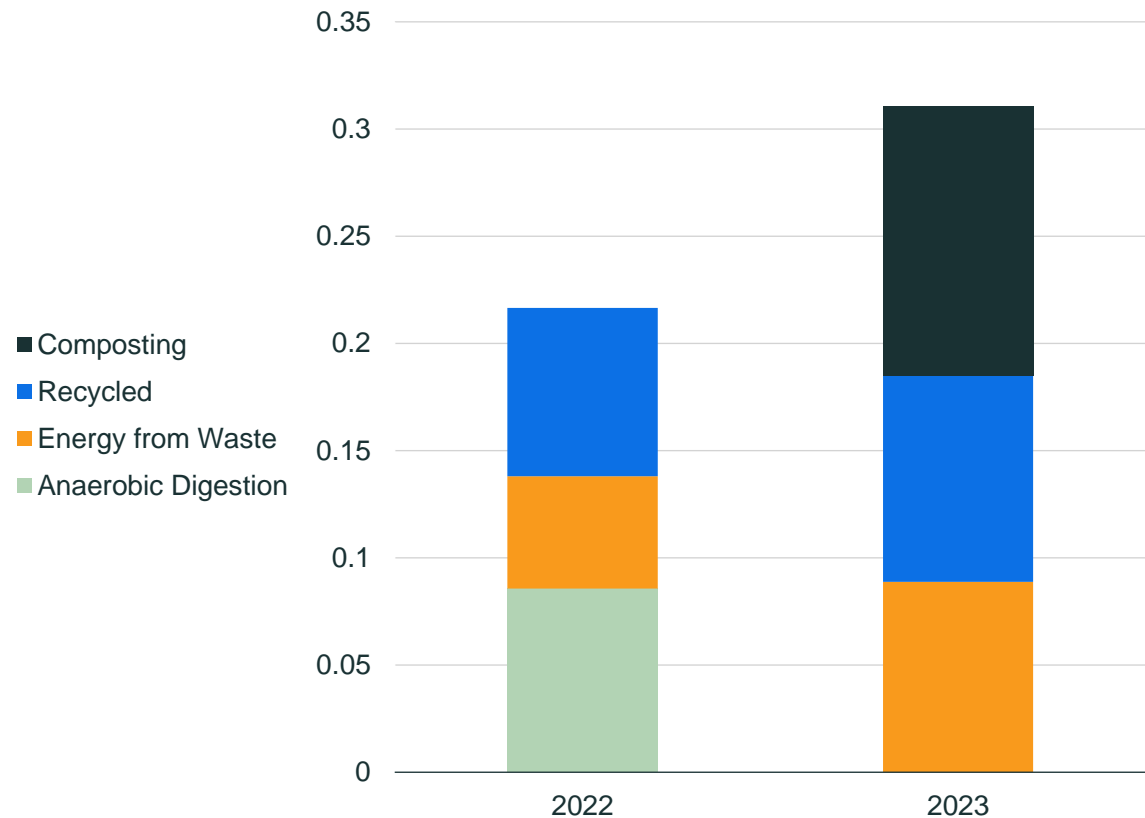
There has been a 47% increase in emissions associated with composted (anaerobic digestion) waste; they show as separate rows below, however, relate to the same waste material year-on-year. There has been a 69% increase in energy from waste emissions, and a 23% increase in recycled waste emissions.

Waste	2022	2023
Anaerobic Digestion	0.1	-
Energy from Waste	0.1	0.1
Recycled	0.1	0.1
Composting	-	0.1
Total	0.2	0.3



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 2022 and 2023, tCO<sub>2</sub>e





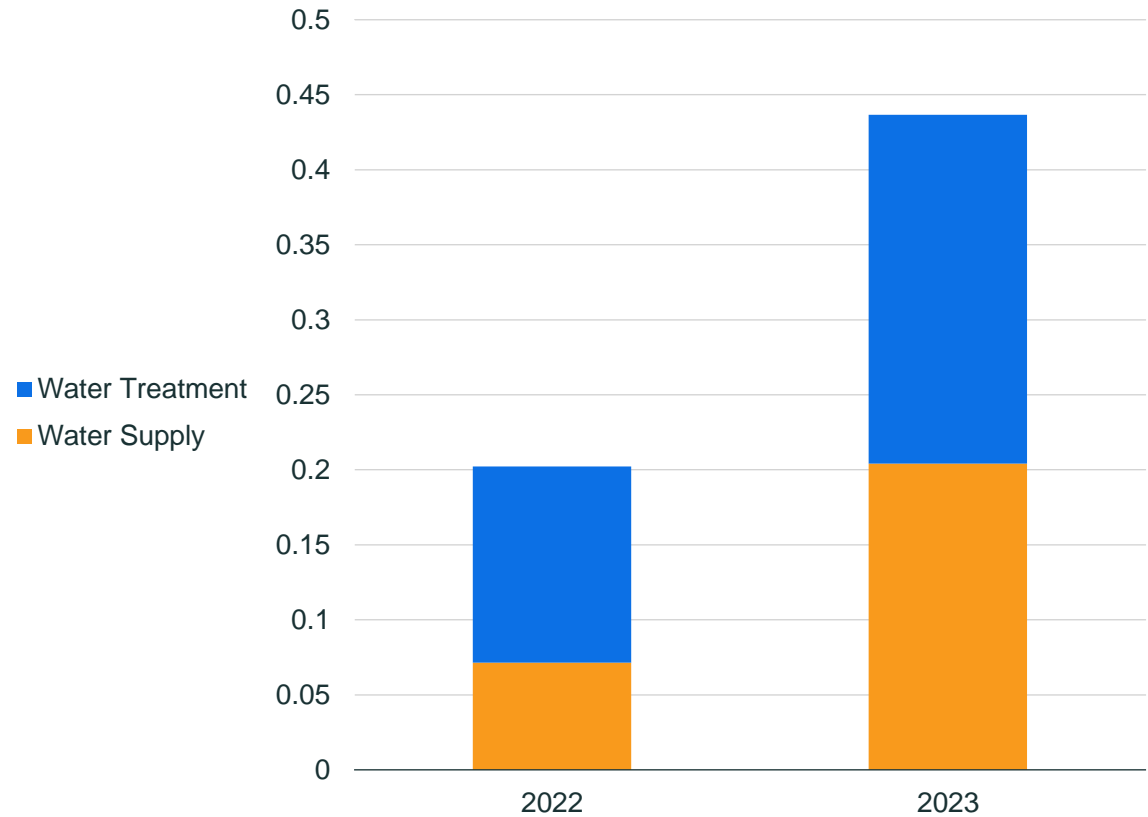
# Carbon footprint.

WATER

There has been a 185% increase in water supply emissions, and a 78% increase in water treatment emissions.

Water	2022	2023
Water Supply	0.1	0.2
Water Treatment	0.1	0.2
Total	0.2	0.4

Water emissions for year ending 2022 and 2023, 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.

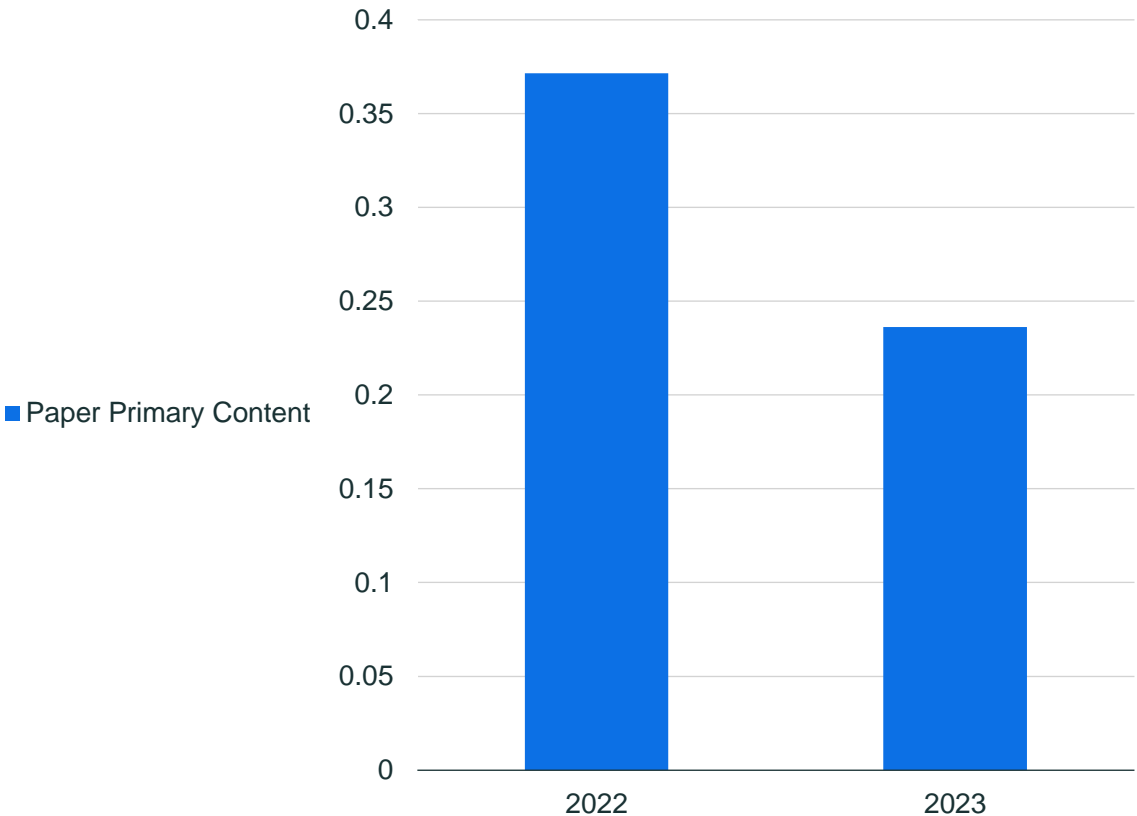
## PROCUREMENT

There has been a 36% decrease in paper emissions year-on-year.

For comparison, in 2022, a total of 79,500 sheets of paper was purchased, and in 2023, a total of 52,000 sheets of paper was purchased.

Paper	2022	2023
Paper Primary Content	0.4	0.2
Total	0.4	0.2

Procurement emissions for year ending 2022 and 2023, 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

Birmingham County Football Association used Planet Mark’s commuting survey for YE2023 in order to gather employee commuting data.

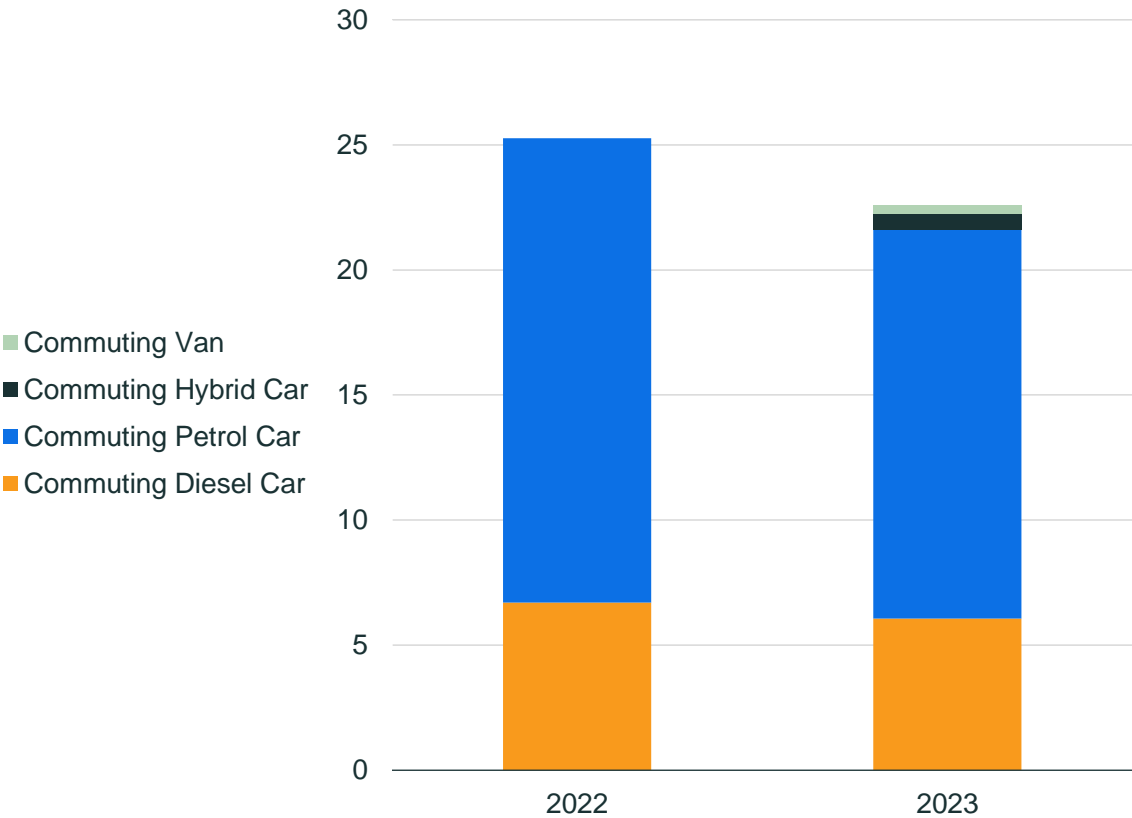
There has been a 9.5% decrease in diesel car commuting emissions, as well as a 16% decrease in petrol car commuting emissions.

Commuting	2022	2023
Commuting Diesel Car	6.7	6.1
Commuting Petrol Car	18.6	15.6
Commuting Hybrid Car	-	0.6
Commuting Van	-	0.3
Total	25.3	22.6



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 2022 and 2023, tCO<sub>2</sub>e



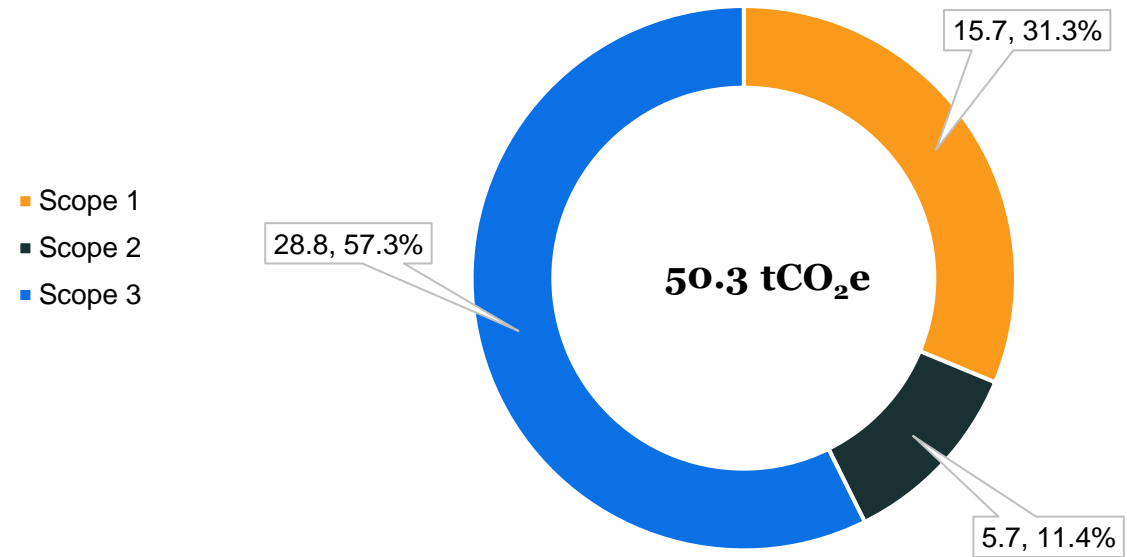


# Measured carbon footprint.

BY SCOPE

Scope	tCO <sub>2</sub> e	%
Scope 1	15.7	31.3
Scope 2	5.7	11.4
Scope 3	28.8	57.3
Total	50.3	100.0

Measured carbon emissions by scope for year ending 2023, 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.

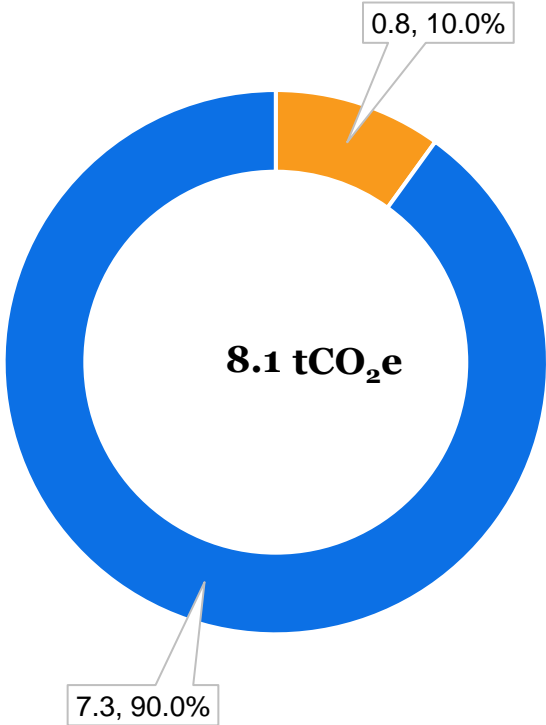
HOME OFFICE

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	0.8	10.0
Natural Gas	7.3	90.0
Total	8.1	100.0

Homeworking emissions for year ending 2023, tCO<sub>2</sub>e

- Electricity
- Natural Gas



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 Sites includes diesel fuel, since the data submitted was cumulative for the whole business.





# Benchmarking Percentage reduction.

% reduction in absolute carbon by Planet Mark Members (Year 2022)\*

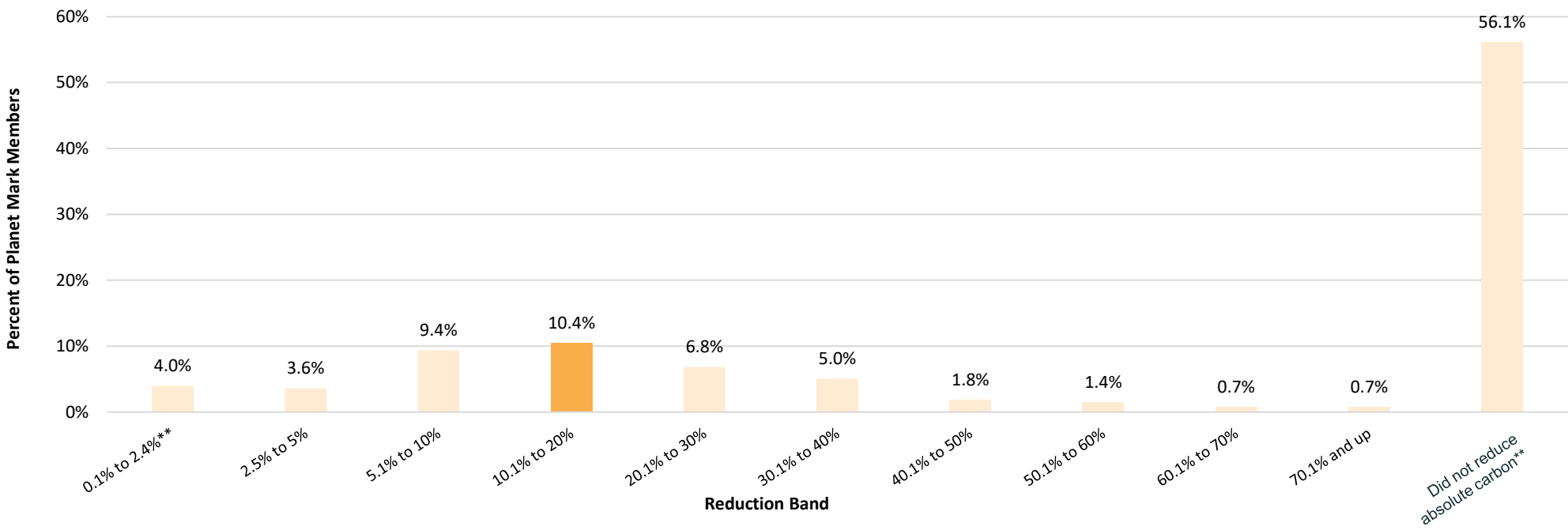
Absolute carbon  
reduction achieved:

**-11.4%**



Your reduction band is  
highlighted on the graph.

Birmingham County FA  
reduced its measured carbon  
by 11.4% from the previous  
year. 10.4% of Planet Mark  
Members also achieved a  
10.1% to 20% reduction in their  
measured carbon.



\*The benchmarking data above is based on YE2022 reporting period and a sample of 278 Members. It excludes Members in their first year of carbon measurement as historic comparison is not possible.

\*\*Certified using another qualifying metric.





# Benchmarking Percentage reduction.

% reduction in carbon per employee by Planet Mark Members (Year 2022)\*

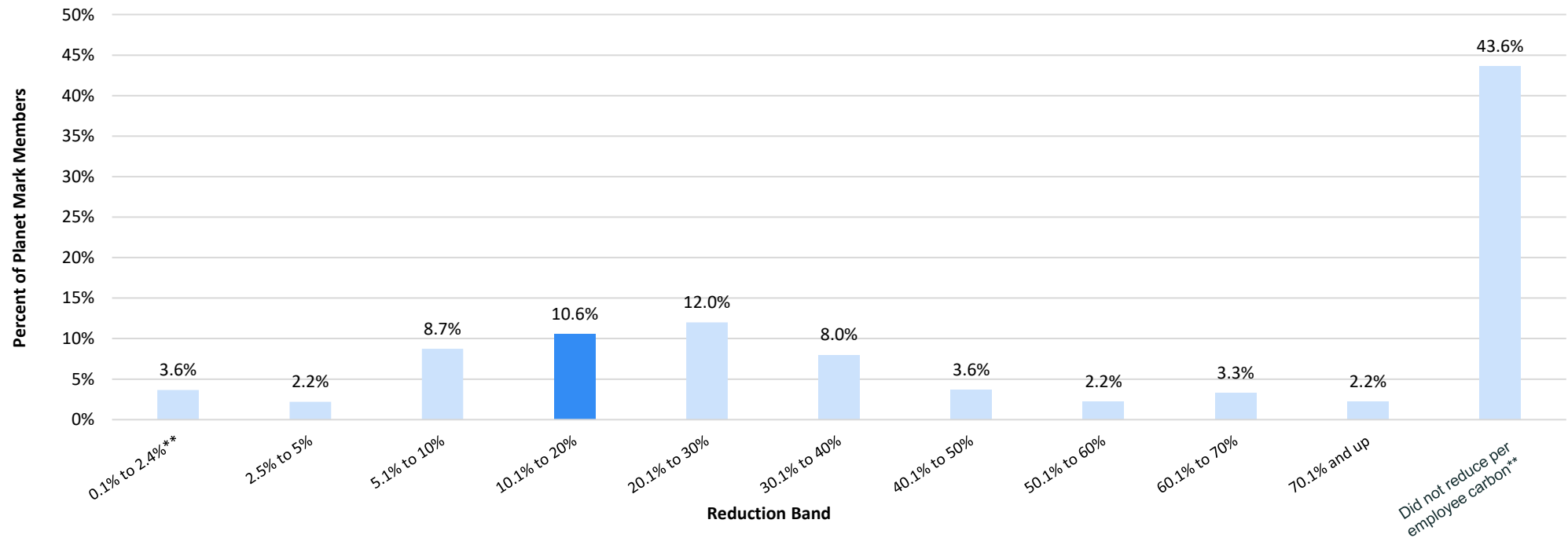
Per employee carbon  
reduction achieved:

**-11.1%**



Your reduction band is  
highlighted on the graph.

Birmingham County FA  
reduced its measured carbon  
per employee by 11.1% from  
the previous year. 10.6% of  
Planet Mark Members also  
achieved a 10.1% to 20%  
reduction in their measured  
carbon per employee.

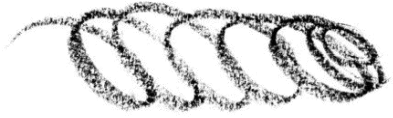


\*The benchmarking data above is based on YE2022 reporting period and a sample of 278 Members. It excludes Members in their first year of carbon measurement as historic comparison is not possible.

\*\*Certified using another qualifying metric.



## Looking ahead. Targets for next year.



Measured carbon  
footprint

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



Carbon  
reduction target (5%)

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



Carbon reduction  
per employee (5%)

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

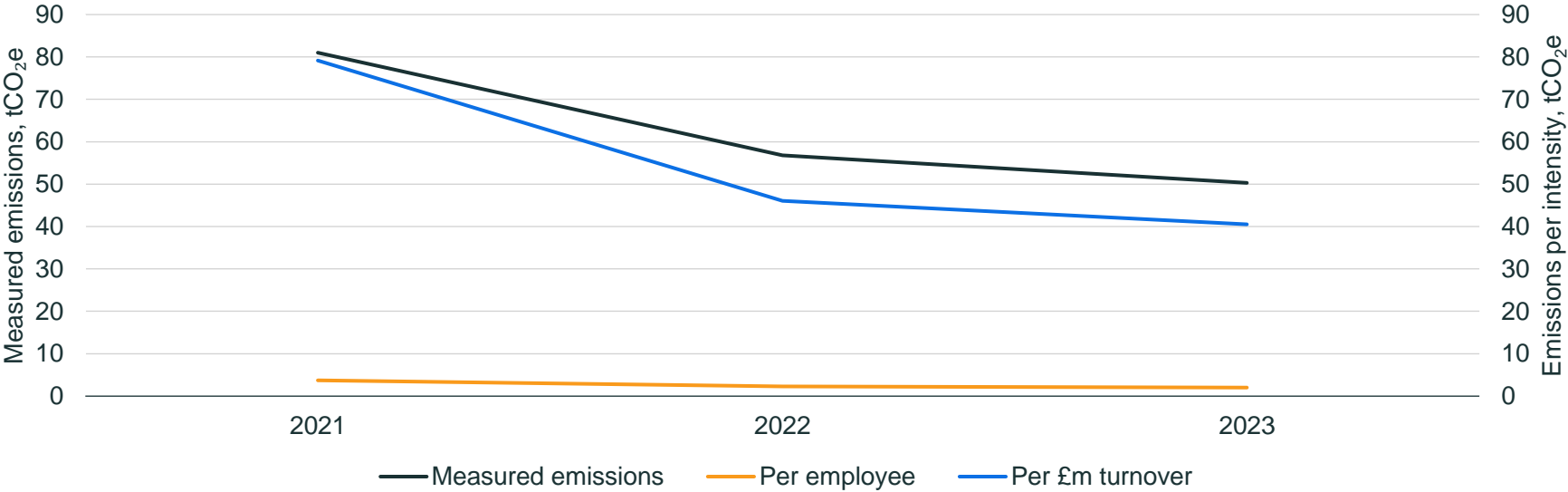




# Historical Carbon Emissions

Reported carbon emissions year ending 2021 to 2023

**Note:**  
This graph shows absolute reported carbon emissions for each year the Planet Mark Business Certification was measured using the location-based method. Planet Mark's Business Certification covers scope 1, 2 and some 'core' scope 3 emissions

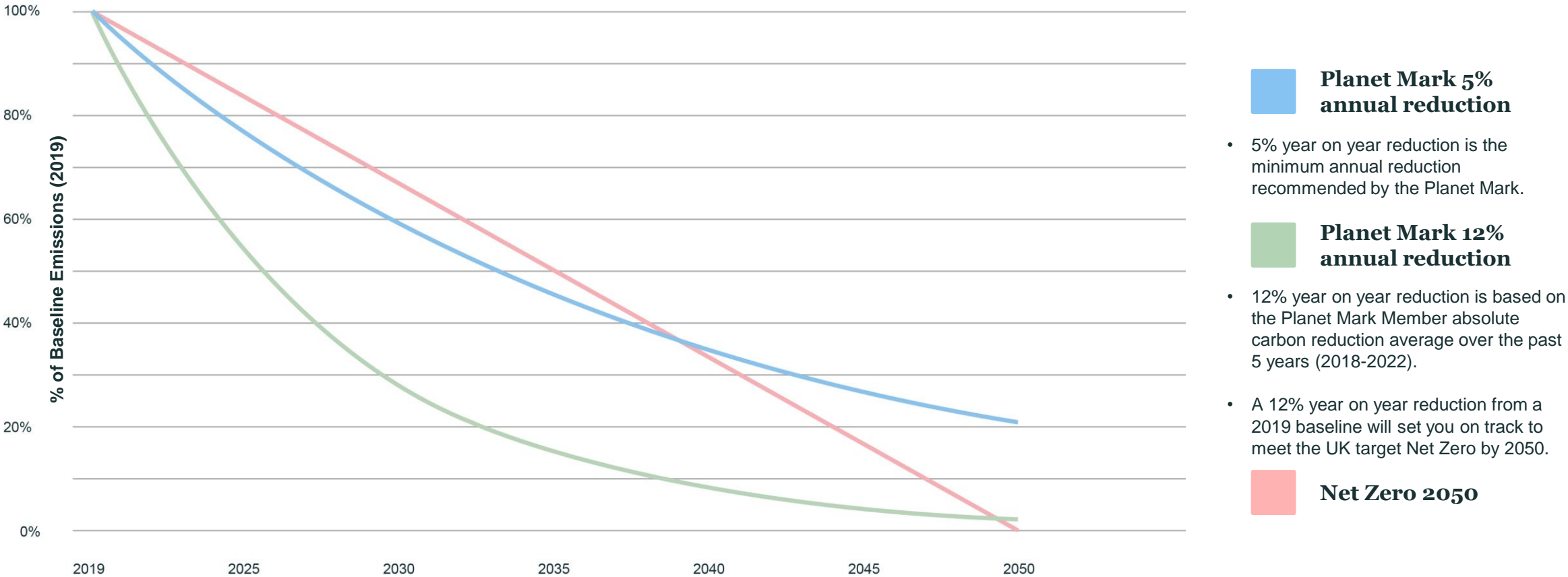


Improvements in data quality and changes to the business reporting boundary may impact the emission sources included in each year's certification. Meaningful comparisons, therefore, may not be possible without normalisation (not shown here). Annual reductions are based on the previous year's emissions (a rolling baseline), with certification awarded based on a minimum normalised reduction requirement or the emissions banking approach.



# Target setting.

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





# Step two.

## ENGAGE







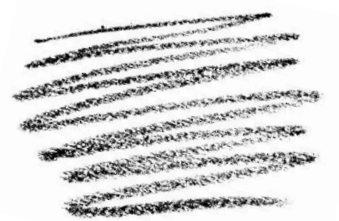
# Workshops.

At Planet Mark we believe each day is an opportunity to create change. Our engagement experts will help unlock your employees’ passion and help embed sustainability within your organisation.

Our workshops seek to inform, inspire and empower participants to become part of your business’ net zero journey.

One virtual 1h sustainability workshop is included with your Certification.

Book a call with us [here](#) to explore how we can help upskill, build confidence and participation among your team and wider stakeholders.



Workshop	Description
<b>Sustainability Plan Workshop</b>	A three-hour session which lifts the lid on operational carbon emissions, supporting a brainstorming session 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>Net Zero Carbon Essentials</b>	A three-hour CPD accredited workshop which introduces the fundamentals of net zero carbon and what it means for a business to embark on a Net Zero journey.
<b>Net Zero Masterclass</b>	Designed for senior leaders and board members, this short workshop covers the Net Zero terminology, legislation and frameworks and presents an opportunity for leaders to discuss the company’s net zero journey.
<b>Business Sustainability Essentials</b>	A three-hour CPD accredited workshop covering the basics of business sustainability and the role your employees can adopt in driving change from within.
<b>Supplier Engagement workshop</b>	Invite your suppliers to learn about and get involved with your sustainability journey and net zero ambitions. We facilitate and build content particularly around Scope 3 emissions.



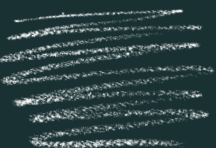
# The Eden Project

## *PARTNERSHIP*

At Planet Mark, we recognise that 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.

As part of your certification with the Planet Mark, a number of tickets have been assigned to your organisation so you can visit the Eden Project for free – please get in touch to arrange your Eden Project visit and inspire and encourage positive action.





# Step three.

## COMMUNICATE







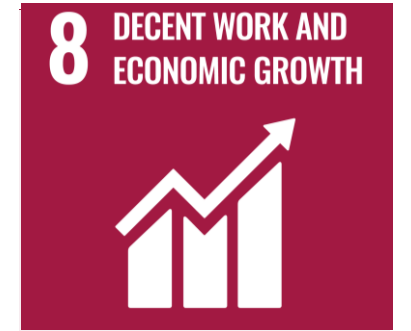
# Communicating your international influence.

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 14 SDG targets.

Contributing towards

## 9 SDGs





# SDG alignment.



6.3 - 100% of water treated



9.4 - Reduction in energy use



13.3 - Reduction in absolute carbon emissions  
13.3 - Donation to the Eden Project



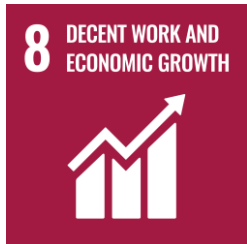
7.3 - Reduction in energy use  
7.2 - 37% of energy demand met by renewable energy



11.6 - Measured carbon emissions  
11.6 - Reduction in absolute carbon emissions  
11.6 - Reduction in travel emissions  
11.6 - 82% of waste recycled and composted  
11.4 - Donation to the Eden Project



14.3 - Reduction in absolute carbon emissions



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



12.6 - Measured carbon emissions  
12.1 - Reduction in absolute carbon emissions  
12.5 - 82% of waste recycled and composted

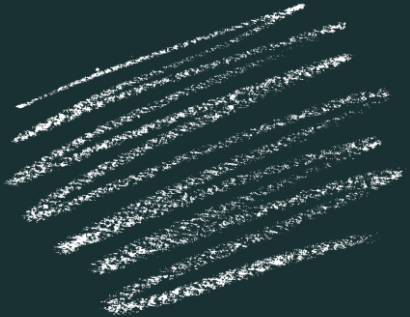


15.5 - Reduction in absolute carbon emissions  
15.2 - Reduction in paper use





# 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 2022 to 31 December 2022					01 January 2023 to 31 December 2023				
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	596.1	1.5	26%	3%	28%
Electricity (location based)	2	kWh	29,869.4	5.8	43,936.6	5.7	-1%	11%	47%
Electricity (market based)	2	kWh	29,869.4	5.9	43,936.6	5.7	-4%	-	47%
Natural Gas	1	kWh	101,877.0	18.6	77,767.4	14.2	-24%	28%	-24%
Transmission and Distribution Losses	3	kWh	29,869.4	0.5	27,720.6	0.5	-6%	1%	-7%
<b>Procurement</b>									
Paper Primary Content	3	tonnes	0.4	0.4	0.3	0.2	-36%	0.5%	-36%
<b>Travel</b>									
Commuting Diesel Car	3	km	39,211.2	6.7	36,270.8	6.1	-9%	12%	-7%
Commuting Hybrid Car	3	km	-	-	5,647.0	0.6	-	1%	-
Commuting Petrol Car	3	km	108,920.1	18.6	101,331.8	15.6	-16%	31%	-7%
Commuting Van	3	km	-	-	1,507.6	0.3	-	1%	-
Diesel Car	3	km	16,122.4	2.8	18,122.5	3.1	12%	6%	12%
Petrol Car	3	km	10,289.7	1.8	7,026.4	1.2	-34%	2%	-32%
Rail Travel	3	passenger.km	2,960.9	0.1	1,081.5	0.04	-63%	0.1%	-63%
Taxi	3	km	6.8	0.001	-	-	-	-	-
Van	3	km	-	-	2,206.4	0.5	-	1%	-
<b>Waste</b>									
Anaerobic Digestion	3	tonnes	9.6	0.1	-	-	-	-	-
Composting	3	tonnes	-	-	14.1	0.1	-	0.2%	-
Energy from Waste	3	tonnes	2.5	0.1	4.2	0.1	69%	0.2%	69%
Recycled	3	tonnes	3.7	0.1	4.5	0.1	23%	0.2%	23%
<b>Water</b>									
Water Supply	3	cubic metres	480.4	0.1	1,155.1	0.2	185%	0.4%	140%
Water Treatment	3	cubic metres	480.4	0.1	1,155.1	0.2	78%	0.5%	140%
<b>Location Based</b>									
<b>Total</b>		<b>tCO<sub>2</sub>e</b>		<b>56.8</b>		<b>50.3</b>	<b>-11%</b>		
No. employees		Number		25.2		25.1			
<b>Total per employee</b>		<b>tCO<sub>2</sub>e</b>		<b>2.3</b>		<b>2.0</b>	<b>-11%</b>		
Turnover £m		£m		1.2		1.2			
<b>Total per £m</b>		<b>tCO<sub>2</sub>e</b>		<b>46.0</b>		<b>40.5</b>	<b>-12%</b>		
<b>Market Based</b>									
<b>Total</b>		<b>tCO<sub>2</sub>e</b>		<b>56.9</b>		<b>50.2</b>	<b>-12%</b>		
No. employees		Number		25.2		25.1			
<b>Total per employee</b>		<b>tCO<sub>2</sub>e</b>		<b>2.3</b>		<b>2.0</b>	<b>-11%</b>		
Turnover £m		£m		1.2		1.2			
<b>Total per £m</b>		<b>tCO<sub>2</sub>e</b>		<b>46.1</b>		<b>40.5</b>	<b>-12%</b>		



# About this report – General.

<b>Company Name</b>	Birmingham County FA
<b>Sector</b>	Sport & Leisure
<b>Reporting Period</b>	01 January 2023 to 31 December 2023
<b>Year Of Certification</b>	3rd
<b>Reporting Boundary</b>	Birmingham site operations (Ray Hall Lane, Great Barr, Birmingham B43 6JF)
<b>Emission sources included</b>	Electricity, T&D Losses, On-Site Renewables, Natural Gas, Water, Business Travel, Commuting, Waste, Paper, Diesel, Homeworking (not included in total footprint)
<b>Total FTE Employees (annual average no.)</b>	25
<b>Total Internal Floorspace (m²)</b>	None
<b>Data Collection Lead</b>	Richard Lindsay, Sustainability & 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 2022
<b>Current Conversion Factor</b>	DESNZ 2023
<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 Business Certification Scheme Rules for detailed information on the methodology and standards used in the preparation of this report.
<b>Community Project</b>	Contributions to the Eden 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 Alex Smith, Technical Consultant, Planet Mark Emily Reed, Operations Coordinator, Planet Mark
<b>Date</b>	14 March 2024



# 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 and estimated meter reads with extrapolation	<p>Please refer to the adjusted data slides for details of extrapolation.</p> <p>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).</p> <p>Your scope 2 electricity emissions are reported in two ways: location-based and market-based methods. Location-based electricity emissions have been calculated using carbon emission factors for average national or sub-national grid electricity. 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.</p>	Birmingham site operations (Ray Hall Lane, Great Barr, Birmingham B43 6JF)
On-Site Renewables	2	kWh	Primary source - report	Actual meter reads	<p>On-site renewables consumption is included within Electricity in the report. 0% of generation is exported.</p> <p>It was confirmed by Birmingham County Football Association that the on-site solar array was fitted on 07/02/2023, and therefore this is a new emission source for this reporting year.</p> <p>Feed-in-Tariff is not received for on-site renewables. Zero emissions have been applied to location and market-based.</p>	Birmingham site operations (Ray Hall Lane, Great Barr, Birmingham B43 6JF)
Natural Gas	1	kWh	Primary source - invoices	Actual and estimated meter reads with extrapolation	<p>Please refer to the adjusted data slides for details of extrapolation.</p>	Birmingham site operations (Ray Hall Lane, Great Barr, Birmingham B43 6JF)

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
Building Fuel	1	litres	Primary source - email	Estimated	The client confirmed that diesel fuel purchased for grounds equipment usage was only recorded in terms of the costs of the fuel purchased, and not the fuel quantities. We have therefore estimated the quantities of fuel purchased by using the costs (including VAT) per month, and have used the relevant average monthly diesel fuel pence per litre from GOV.UK in order to estimate fuel purchased.	Birmingham site operations (Ray Hall Lane, Great Barr, Birmingham B43 6JF)
Refrigerants	1	kg			It was confirmed that the air conditioning in the office was decommissioned in 2023 and is due to be removed, and so there were no maintenance/top-ups in this reporting period.	Birmingham site operations (Ray Hall Lane, Great Barr, Birmingham B43 6JF)
Water Supply & Treatment	3	m³	Primary source - invoices	Actual and estimated meter reads with extrapolation and interpolation	Please refer to the adjusted data slides for details of extrapolation and interpolation.	Birmingham site operations (Ray Hall Lane, Great Barr, Birmingham B43 6JF)
Homeworking Energy	3	kWh	Secondary sources - Planet Mark homeworking energy calculation tool and data submission	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 site operations (Ray Hall Lane, Great Barr, Birmingham B43 6JF)

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 - expenses	Mixed	None	Birmingham site operations (Ray Hall Lane, Great Barr, Birmingham B43 6JF)
Rail Travel	3	pkm	Primary source - expenses	Actual	None	Birmingham site operations (Ray Hall Lane, Great Barr, Birmingham B43 6JF)
Commuting	3	km	Primary source - Planet Mark commuting survey	Actual with extrapolation	Where responses were not received, the actual commuting data gathered has been scaled in order to account for missing responses.	Birmingham site operations (Ray Hall Lane, Great Barr, Birmingham B43 6JF)
Waste	3	tonnes	Primary source - invoices	Actual	None	Birmingham site operations (Ray Hall Lane, Great Barr, Birmingham B43 6JF)
Procurement - Paper	3	tonnes	Primary source - supplier report	Actual	None	Birmingham site operations (Ray Hall Lane, Great Barr, Birmingham B43 6JF)

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
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 site operations (Ray Hall Lane, Great Barr, Birmingham B43 6JF)
Turnover		£m	Primary source - financial statement	Actual	None	Birmingham site operations (Ray Hall Lane, Great Barr, Birmingham B43 6JF)

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 Business Certification Scheme Rules and provides an indication of data assurance when using information in this report in your business.

	Previous Year	01 January 2023 to 31 December 2023	Definition
Relevance of boundary	4	4	Boundary accurately reflects the entire business carbon footprint for the studied period. (eg 95% of organisational activity included)
Data completeness	3	4	12 months of data provided for all sources.
Transparency	4	4	Full disclosure of assumptions and sufficient original evidence provided to support data submission.
Data accuracy	4	4	Mainly use of primary data sources and minimal estimated data.
Consistency	3	2	Reasonably consistent data provision and/or no documentation of changes made.
Total score	18 out of 20	18 out of 20	

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

- Ensure in relation to diesel fuel purchased for grounds equipment usage, that actual fuel data is recorded, not only costs; particularly as these are scope 1 emissions.
- Aim for water meter readings to be as fully accurate as possible.



# 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
Electricity	2 and 3	Birmingham County FA HQ	Invoices	Actual meter reads	10-11-2023	30-11-2023	21	01-11-2023	30-11-2023	30	Extrapolation
Natural Gas	1	Birmingham County FA HQ	Invoices	Estimated meter reads	04-01-2023	01-02-2023	29	01-01-2023	01-02-2023	32	Extrapolation
Water Supply	3	Birmingham County FA HQ	Invoices	Actual and estimated meter reads	01-12-2022	02-11-2023	337	01-01-2023	31-12-2023	365	Extrapolation and interpolation
Water Supply	3	Birmingham County FA Development Centre	Invoices	Actual and estimated meter reads	01-12-2022	09-05-2023	160	01-01-2023	09-05-2023	129	Interpolation
Water Supply	3	Birmingham County FA Development Centre	Invoices	Actual meter reads	10-05-2023	02-11-2023	177	10-05-2023	31-12-2023	236	Extrapolation
Water Treatment	3	Birmingham County FA HQ	Invoices	Actual and estimated meter reads	01-12-2022	02-11-2023	337	01-01-2023	31-12-2023	365	Extrapolation and interpolation
Water Treatment	3	Birmingham County FA Development Centre	Invoices	Actual and estimated meter reads	01-12-2022	09-05-2023	160	01-01-2023	09-05-2023	129	Interpolation



# 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 Development Centre	Invoices	Actual meter reads	10-05-2023	02-11-2023	177	10-05-2023	31-12-2023	236	Extrapolation



# 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.

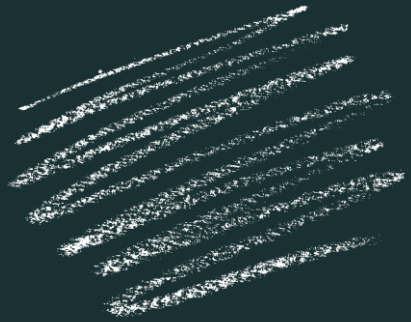
## Waste

**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.

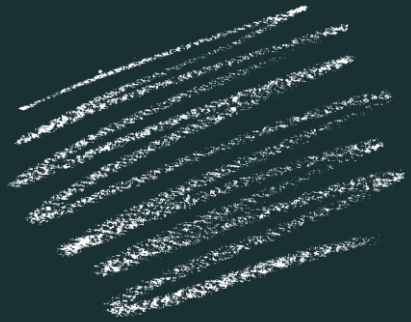
## Paper

**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

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