



# Carbon footprint report

# Sweeney Miller Law

*Year 2*

April 2023 – March 2024



Commit



Measure



Reduce



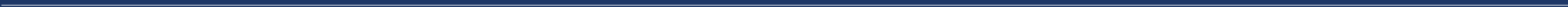
Engage





**Step one.**

*Commitment*





## Our Climate Commitment – UNFCCC Race to Zero

Sweeney Miller Law recognises that climate change poses a threat to the economy, nature and society-at-large, our company commits to act immediately in a full and lasting commitment by:

1. Achieving Net Zero in line with the Science Based targets set out by the UNFCCC i.e. to achieve Net Zero no later than 2050 but aim to achieve Net Zero by 2045 and target a 50% reduction in emissions by 2030;
2. Setting realistic short-term and long-term targets; and
3. Maintaining and reporting the total GHG emissions of our business regularly.

In doing so, we are proud to be recognised by the United Nations Race to Zero campaign, and join governments, businesses, cities, regions, and universities around the world that share the same mission.

We acknowledge that our commitment will be reported on the SME Climate Hub website. Sweeney Miller Law made our pledge to the Race to Zero in 2023.

	Year
Pledge to be Net-Zero	2045
50% Emissions Reduction	2030



## Company Overview

Sweeney Miller Law is a Limited Liability Partnership, company number OC374687, registered in England & Wales with a registered address of Sweeney Miller House, Riverbank Road, Sunderland, SR5 3JJ.

**Industry:** Legal services

**No of staff:** 70 average during the reporting period

**No of Offices:** 2 (Sunderland and Newcastle)

**Accreditations:** Lexcel, Cyber Essentials Plus, SBS Net-Zero Program, CQS, National Will Register

Sweeney Miller Law is an established law firm serving clients across England and Wales.

Our approach to client work is simple: we work hard to build trust and give you confidence in what we do. With confidence comes greater peace of mind; we are committed to taking the stress and worry out of your legal matters.

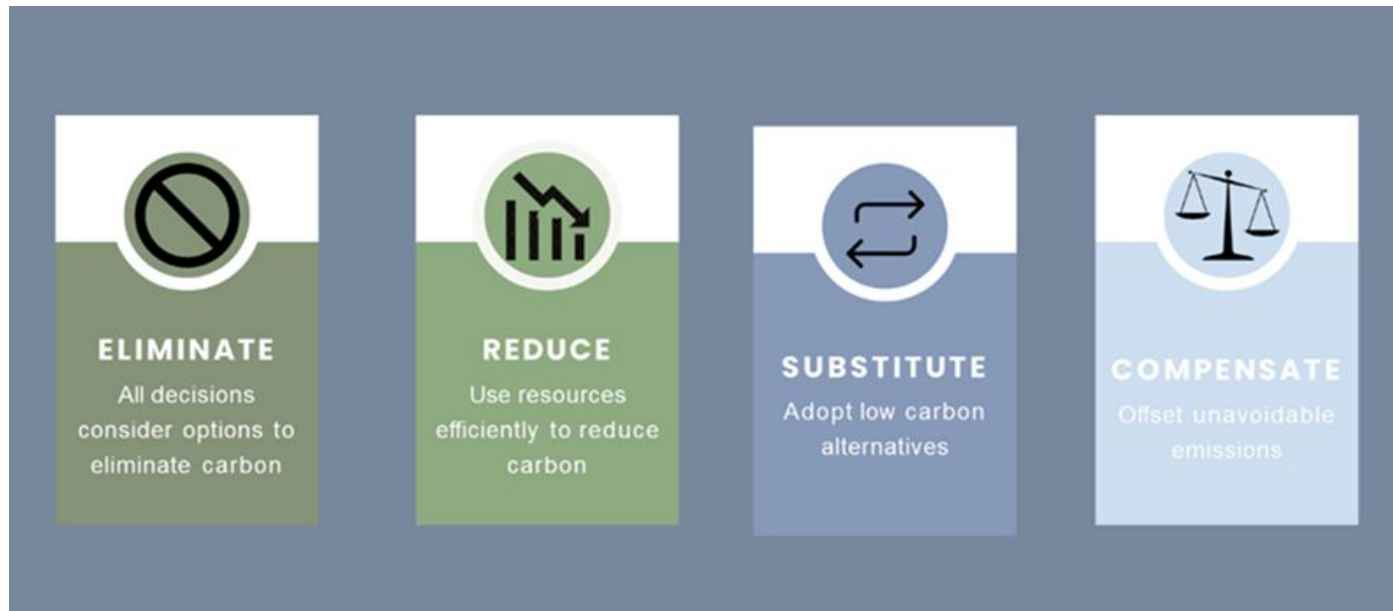
Sweeney Miller Law recognises that both business and environmental sustainability will play a key role within our business foundations and values and has developed the following net-zero strategy.





## Net-Zero Strategy

In determining our carbon reduction plan, we follow the Greenhouse Gas (GHG) Management Hierarchy set out by the Institute of Environmental Management and Assessment (IEMA). Sweeney Miller is committed to prioritising the elimination, substitution, and reduction of carbon in advance of any offsetting commitments.



## Completed Carbon Reduction Initiatives

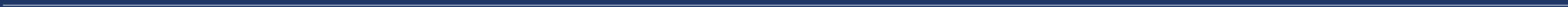
Sweeney Miller Law have implemented the following measures to date to drive our net-zero strategy:

- Sustainability Consultant employed to track, report and work with Sweeney Miller to drive our understanding and data;
- Cycle to work scheme;
- Switched to a renewable electricity tariff at one of our office;
- LED lighting installed in both offices; and
- Paper light file handling so to reduce printing and volume of paper used.



**Step two.**

*Measure*





Total carbon emissions  
271 tCo2e

Intensity Metrics



Per Employee

This Period

**3,545** kg/co<sub>2</sub>e

Benchmark

**1.45 %** 3,598 kg/co<sub>2</sub>e

Per £1000 Turnover

This Period

**66** kg/co<sub>2</sub>e

Benchmark

**6.34 %** 62 kg/co<sub>2</sub>e

Reporting Year: April 23 – March 24

Sweeney Miller Law emitted 271 tCO<sub>2</sub>e (tonnes of carbon dioxide equivalent) across scope 1, 2 and some 3 and reported using the operational control methodology, this is the equivalent to 441 long haul flights (London to New York).

This can be presented as an intensity indicator of 3.5 tCO<sub>2</sub>e per total full-time equivalent employee (FTE). And 0.06 tCO<sub>2</sub>e per £1,000. turnover.



**Energy & Fuels** 15.46%  



	tonnes CO <sub>2</sub> e
Electricity (Market)	13
Gas	27
Other	0
<b>Total</b>	<b>40</b>

Total  
**48** tonnes CO<sub>2</sub>e

From Benchmark  
↓ **12.62%** 42

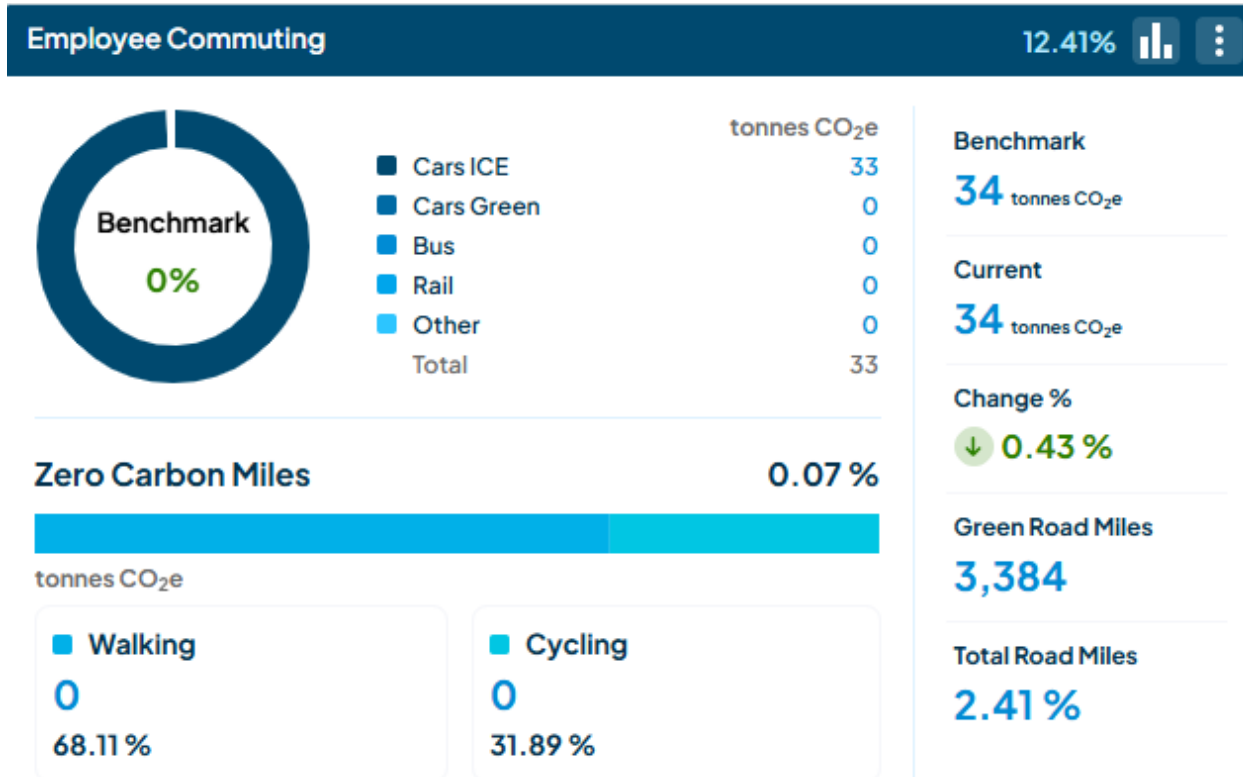
Green Electricity	28.17%
Non Grid Electricity	0%
Green Gas	0%
Transmission & Distribution	2 tonnes CO <sub>2</sub> e

Sweeney Miller Law operates from 2 offices in Northeast England of which we are liable for utilities procurement and management, alongside a flexible homeworking approach. We have moved offices in this reporting year at our main office

We have recorded the energy emissions using the market-based methodology – emissions increase to 19 tCO<sub>2</sub>e when using location based.

Electricity and gas emission were calculated using actual invoice data and meter reads.

We have included homeworking emissions using the BEIS emissions factors and total homeworking hours for, the business extrapolated over the year from an employee survey.

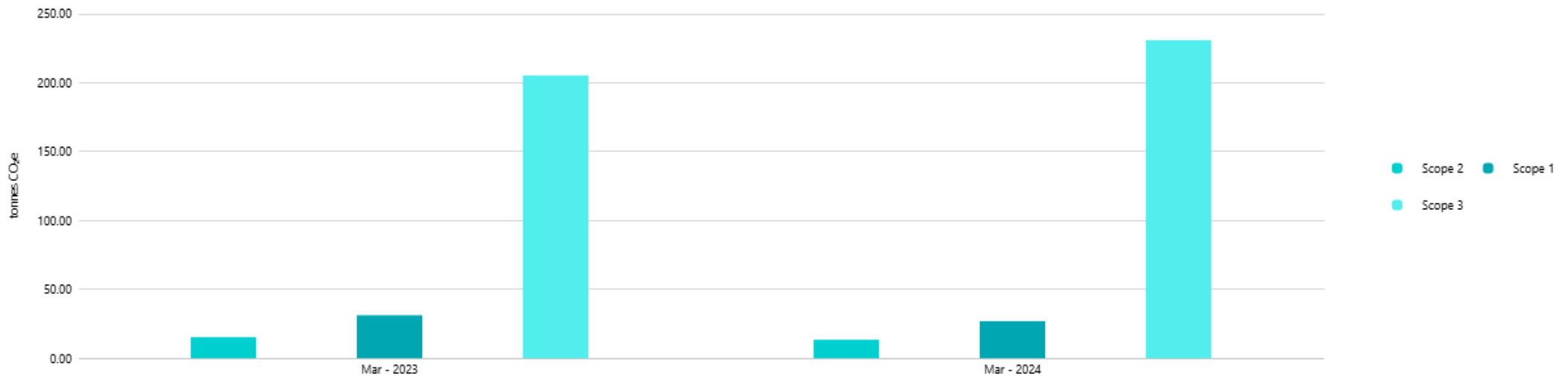




## Year on Year Scope Emissions Breakdown

Scope emissions are split broadly in line with market averages for businesses that do not have a vehicle fleet or manufacture products , with the majority in Scope 3.

We continue to improve our carbon accounting methodologies in line with best practice. We also continue to ensure our carbon emission inventory accurately reflects any structural changes that affect the scope or boundary of our emissions. As this is our benchmark report we recognise our need to increase our carbon inventory, in particular in Scope 3.

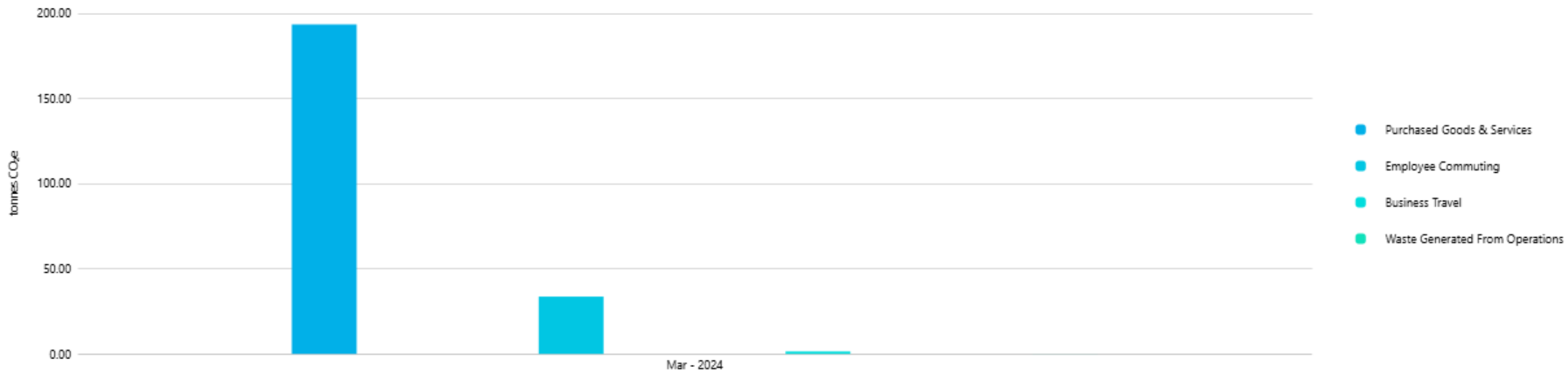




Scope 3 emissions represent > 81% of recorded emissions. Our ongoing focus will be to develop new internal processes to record more value chain emissions, moving away from spend based calculations and launching our Supply Chain Program in 2024/25.

Scope 3 emissions represent our next phase of work in understanding and reducing our carbon emissions. The following categories of Scope 3 were included;

- 1 – Some Products and services
- 5 – Waste Generated in Operations
- 6 – Business Travel
- 7 – Employee Commuting





Scope	Category	Quality	
Scope 1	Gas Usage		
Scope 2	Electricity Usage		
Scope 3	Water		
	Food Costs		
	Web hosting, portals		
	Purchased Goods and Services	Insurance	
		Cleaning materials	
		Buildings	
		Advertising	
		Accounting	
	Waste Generated in Operations	General Waste	
		Mixed recycling	
		Paper	
Business Travel	Road		
	Employee commuting		

- Data inputted in optimal format
- Spend data utilised
- Data estimated based on assumptions

This report has been created using the Environmental Reporting Guidelines, including Streamline Energy & Carbon Reporting guidance. The report uses the operational control approach to establishing the boundary. The methodology adopted in line with the Greenhouse Gas Protocol and the BEIS Environmental Reporting Guidelines. The calculations were completed using the UK Government emissions factors and notch software including environmental input output factors.



# Step three.

*Reduce*





The following carbon hotspots have been identified from Sweeney Miller's carbon footprint.



ENERGY & FUELS



ADVERTISING &  
MARKETING



COMMUTING



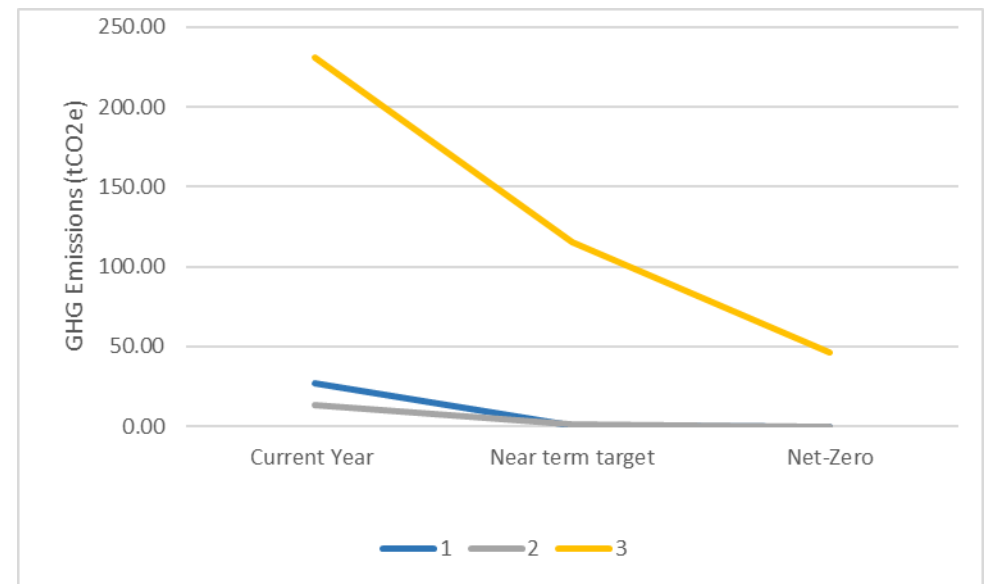
INSURANCE



- To align with 1.5 degrees global warming, Sweeney Miller will follow a Science based target pathway, setting near term targets
- The target years show Sweeney Miller’s Scope 1&2 GHG emissions near term targets in the years 2030 (90%) If Sweeney Miller hits these targets, the company will be aligned with 1.5 degrees global warming.
- Near term Scope 3 emission targets are to engage with 100% of suppliers and understand their carbon emission by 2030.
- Long term Scope 1&2 targets are to reduce to 0 emissions and 100% renewable electricity.
- Long term Scope 3 targets are aligned to reach net-zero by 2045
- As an SME, it is not compulsory for Sweeney Miller to set a Scope 3 science-based target. However, it is strongly recommended that targets are set regardless, and increased reporting of Scope 3 emission categories is a priority next step.

Scope	Current Year 2024	Near term target 2030	% reduction (from base year)	Net-Zero 2045
<b>1</b>	<b>26.88</b>	<b>0.90</b>	<b>90</b>	<b>0.00</b>
<b>2</b>	<b>13.39</b>	<b>1.34</b>	<b>90</b>	<b>0.00</b>
<b>3</b>	<b>230.70</b>	<b>115.35</b>	<b>50</b>	<b>46.14</b>
<b>Total</b>	<b>271.00</b>	<b>117.59</b>		<b>46.14</b>

**Table 2:** Sweeney Miller’s science-based targets and the required % reductions (tCO2e)



**Figure 2:** Sweeney Miller’s science-based targets, split by scope.



## Action Plan & Targets:

### Utilities

Sweeney Miller will actively encourage a wider understanding of water and energy efficiency across the business, reducing office consumption and associated emissions whilst also supporting our homeworking staff use less.

We will review our utility contracts when the contracts allow and select renewable tariffs as soon as we are able with a target of using 100% renewable electricity by June 2025.

The recent move of our Sunderland office was to a more modern and efficient building with better heating systems, double-glazed windows. We received financial assistance from the government Breez grant allowing us to replace all of the old fluorescent light fittings in the building to ultra-efficient LED panels and materials which will save an estimate of 16.8 kWh per annum, running cost savings of £4704 per annum and 0.059 tce of Carbon Savings per year.

### Commuting

We will continue to understand our commuting data and use this to encourage greener forms of transport to reduce our emissions. – Move of premises, new survey to understand the impact and formulate a plan from next year.

We will consider implementing a bike to work, car share scheme and electric vehicle salary sacrifice schemes

### Scope 3 - Supply Chain

We are committed to improving the quality and quantity of our Greenhouse Gas inventory and are targeting to have engagement with and understand the carbon emissions of 80% of our supply chain by 2030.

To support, monitor and manage our ambition we continue employ the services of a sustainability consultant and track our carbon footprint.



**Step four.**

*Engage*





## Stakeholder engagement

Sustainability is in our DNA, we are passionate and committed to understanding more about our impact on the environment and communities.

We commit to actively talk about our journey to our staff, supply chain and clients and through social media and marketing. Collectively we can make a difference.

We ask all of our staff to work in a paper-light format to reduce printing volumes. This initiative has largely been adopted by most of our staff members culminating in a significant printing reduction.





## Declaration and sign off

This report has been created using the Environmental Reporting Guidelines<sup>1</sup>, including Streamline Energy & Carbon Reporting<sup>1</sup> guidance and PPN 06/21<sup>2</sup>. The report uses the operational control approach to establishing the reporting boundary. The methodology adopted is in line with the Greenhouse Gas Protocol<sup>3</sup> and the Corporate Value Chain (Scope 3) Standard<sup>4</sup>.

The calculations were completed using the UK Government Greenhouse Gas conversion factors<sup>5</sup>, notch software, and Small World Consulting environmental input output factors<sup>6</sup>. And reviewed and signed off by SBS.

This Carbon Reduction Report & Plan has been reviewed and signed off by the board of directors.

Signed on behalf of Sweeney Miller

*D Todd*

Damien Todd  
Partner

Date: 27/09/2024

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1 - [Environmental reporting guidelines: including Streamlined Energy and Carbon Reporting requirements - GOV.UK \(www.gov.uk\)](https://www.gov.uk/government/guidance/environmental-reporting-guidelines)

2 - [Procurement Policy Note 06/21: Taking account of Carbon Reduction Plans in the procurement of major government contracts - GOV.UK \(www.gov.uk\)](https://www.gov.uk/government/policies/procurement-policy-note-06-21-taking-account-of-carbon-reduction-plans-in-the-procurement-of-major-government-contracts)

3 - [Homepage | GHG Protocol](https://www.ghgprotocol.org/)

4 - [Corporate Value Chain \(Scope 3\) Standard | GHG Protocol](https://www.ghgprotocol.org/corporate-value-chain)

5 - [Government conversion factors for company reporting of greenhouse gas emissions - GOV.UK \(www.gov.uk\)](https://www.gov.uk/government/guidance/government-conversion-factors-for-company-reporting-of-greenhouse-gas-emissions)

6 - [MRIO | Small World Consulting \(sw-consulting.co.uk\)](https://www.sw-consulting.co.uk/mrio)



# Glossary

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Term	Definition
Carbon dioxide equivalent (Co <sup>2</sup> e)	Carbon dioxide equivalent (CO <sub>2</sub> e) is the unit of measurement which allows different greenhouse gases to be compared on a like for like basis relative to one unit of CO <sub>2</sub> .
Intensity indicator	Intensity indicators compare emissions data with an appropriate business metric or financial indicator, such as staff numbers, to allow comparison over time or with other organisations
Organisational boundaries	In setting organizational boundaries, a company selects an approach for consolidating GHG emissions and then consistently applies the selected approach to define those businesses and operations that constitute the company for the purpose of accounting and reporting GHG emissions.
<u>Greenhouse</u> Gas Protocol	GHG Protocol supplies the world's most widely used greenhouse gas accounting standards
UK Government emissions factors	These emission conversion factors are for use by UK and international organisations to report on and are updated annually, greenhouse gas emissions. From: Department for Business, Energy & Industrial Strategy
Scope 1	Direct emissions that result from activities within your organisation's control. This might include on-site fuel combustion, manufacturing and process emissions, refrigerant losses and company vehicles.
Scope 2	Indirect emissions from any electricity, heat or steam you purchase and use. Although you're not directly in control of the emissions, by using the energy you are indirectly responsible for the release of CO <sub>2</sub> .
Scope 3	Includes all other indirect emissions that occur in a company value chain, eg purchased goods, travel and waste disposal
Carbon footprint	A carbon footprint is the total greenhouse gas (GHG) emissions caused directly and indirectly by an individual, organisation, event or product, and is expressed as a carbon dioxide equivalent (CO <sub>2</sub> e)
Benchmark year	The initial reporting year to be used to set reduction targets against
Operational control	After a company has determined its organizational boundaries in terms of the operations that it owns or controls, it then sets its operational boundaries. This involves identifying emissions associated with its operations



# Thank you.

## Get in touch

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