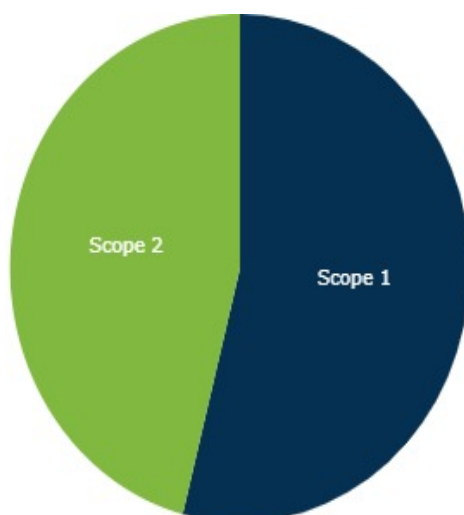


GMIAU Carbon Reduction Plan 2024-26 **(aligned with the GMIAU Environmental Policy)**

The GMIAU 2026 Carbon Reduction Plan, which is currently being upgraded by Circular Ecology, in the near future, sits alongside the 2021 GMIAU Carbon Footprint Assessment undertaken by the Carbon Trust, which produced the following results:

Results for 2021

Total emissions (kgCO₂e):	9,575
Scope 1:	54%
Scope 2:	46%



Scope 1 emissions

Scope 1 covers emissions from sources that an organisation owns or controls directly – for example from burning fuel in our fleet of vehicles (if they're not electrically-powered).

Scope 2 emissions

Scope 2 are emissions that a company causes indirectly and come from where the energy it purchases and uses is produced. For example, the emissions caused when generating the electricity that we use in our buildings would fall into this category.

Supplier name: **Greater Manchester Immigration Aid Unit (GMIAU)**

Publication date: **July 2026**

Commitment to achieving Net Zero

GMIAU is committed to achieving Net Zero emissions by **2050**.

Baseline Emissions Footprint

Baseline emissions are a record of the greenhouse gases that have been produced in the past and were produced prior to the introduction of any strategies to reduce emissions. Baseline emissions are the reference point against which emissions reduction can be measured.

Baseline Year: 2021	
Additional Details relating to the Baseline Emissions calculations.	
GMIAU has been actively working with Circular Ecology since June 2026 to significantly review and update GMIAU's Carbon Footprint Assessment and, subsequently, GMIAU's Carbon Reduction Plan. The Assessment, including updated Scope 1 and Scope 2 emissions calculations, and related Reduction Plan, will be available in the near future and will upgrade this current Plan.	
Baseline year emissions: 2021	
EMISSIONS	TOTAL (tCO₂e)
Scope 1	5170.50 (kgCO ₂ e)
Scope 2	4404.50 (kgCO ₂ e)
Scope 3 (Included Sources)	Not measured
Total Emissions	9575 (kgCO ₂ e)

Current Emissions Reporting

Reporting Year: 2021 (to be updated in late summer 2026 but not yet available)	
EMISSIONS	TOTAL (tCO₂e)
Scope 1	5170.50 (kgCO ₂ e)
Scope 2	4404.50 (kgCO ₂ e)
Scope 3	Not measured
Total Emissions	9575 (kgCO ₂ e)

Emissions reduction targets

In order to continue our progress to achieving Net Zero, we have adopted the following carbon reduction targets. We project that carbon emissions will decrease over the next five years to **7500 tCO₂e by 2031**. This is a reduction of **21%**.

Carbon Reduction Activities:

Carbon Reduction Targets / Actions	Leads	Notes / Timescales
<u>Recycling/Waste Reduction</u> • Purchase recycled paper wherever possible. • Recycle wastepaper. • Recycle printer cartridges. • Reduce paper consumption by printing only when necessary. • Using scrap paper for note taking. • Reduce incoming junk mail. • Reuse incoming packaging materials. • Use glasses and mugs instead of disposable alternatives. • Use jars instead of sachets e.g. coffee, sugar.	Operations Team supported by CEO / Senior Leadership Team.	Monitored on an ongoing basis. We have some challenges with the current use of disposable cups for clients, and will be considering alternatives through the new Carbon Reduction Plan. Junk Mail has been significantly reduced. GMIAU has a well-established recycling system in place within our offices, which we intend to expand in the near future.
<u>Energy Use</u> • Switch off lights when not in use provided this is the cheapest alternative and that access and safety are not compromised. • Turn off photocopiers at the end of the day. • Adjust the central heating system when necessary to maintain adequate working temperature.	All Staff.	GMIAU staff have become increasingly aware in recent years of the impact of poor energy conservation office behaviours. Naturally some relaxation of this alertness can happen. Within the new Carbon Reduction Plan, to be

• Use natural light as much as possible. • Use energy efficient lights wherever possible. • Seek funding to install solar panels on the roof. • Ultimately, GMIAU is seeking a move to a newer/greener premises, as the Crumpsall office is an old building.		upgraded in the near future, we will be actively reminding staff of practical ways to conserve energy. We have replaced a significant amount of bulbs with LED bulbs and will continue this. We have purchased an updated efficient photocopier, (as our work requires some paper copies of documents – for court etc.). We will seek funding to replace ground floor level windows in the Crumpsall office, in the near future, which will significantly enhance heat efficiency. We will continue to investigate opportunities to fund Solar Panel installation for our Crumpsall Building. We are actively exploring g new premises for our Liverpool team, and green efficiency will be a key consideration. Our current offices in both Manchester (GMIAU-owned) and Liverpool (GMIAU-rented) are old buildings, which are very difficult to heat/cool efficiently. We will continue to explore all options to environmentally-enhance our current facilities and to ultimately secure newer, greener premises.
<u>Transport Solutions</u> • Encourage employees to use public transport when travelling to and from work and to visit other organisations. • Encourage cycling and provide bicycle storage. • Encourage salary sacrifice schemes to buy bicycles. • Encourage car sharing. • Facilitate working from home to reduce commutes (whilst balancing this with the needs of the clients).	CEO / Senior Leadership Team, supported by All Staff.	GMIAU continues to actively promote the use of public transport, wherever possible, to attend relevant meetings, or to utilise car sharing as much as possible. Full expenses are reimbursed for staff travelling to any work-related meetings. Some staff commuting from a distance via car own electric/hybrid vehicles. Staff cycling to work are able to safely lock their bicycles, even within the significant limitations of our Crumpsall offices. Staff utilising cycling are also able to work flexibly, for example leaving before darkness descends in the autumn/winter, to improve cycling safety. Within the updated Carbon Reduction Plan, GMIAU will commit to introducing a salary sacrifice scheme to buy bicycles.

		GMIAU currently utilises, and will continue to do so, a robust hybrid office/working from home approach. Staff are only required to attend the office for the equivalent of 2 days a week (for full time staff).
<u>Purchasing and procurement</u> - Be aware of the environmental effects of products and the credentials of their suppliers, making a conscious effort to choose those who have sound environmental policies. - We switched to environmentally certified cleaning products in the summer of 2022.	CEO / Senior Leadership Team.	GMIAU continue to monitor all existing suppliers for their social value and environmental approaches. GMIAU also continues to assess all new suppliers for their environmental practice alongside other factors, such as location (ideally utilising local suppliers wherever possible).
<u>Water Conservation</u> - Encourage employees to conserve water by turning off taps when not in use and to only fill the kettle with the amount of water needed. - Repair dripping taps promptly. - Use dual toilet flush systems where possible.	CEO / Senior Leadership Team, supported by All Staff.	Positive water conservation office behaviours will continue to be strongly encouraged. We will work with Circular Ecology, as our recently commissioned Environmental Advisors, to explore options to enhance the water conservation systems within our Crumpsall and Liverpool offices.

N.B. All measures highlighted above, and additional actions/targets/measures provided through our soon to be published 2026 Carbon Footprint Assessment, (provided through Circular Ecology), will be fully updated and actioned. The updated Carbon Reduction Plan will be shared with GMCA, and other relevant Commissioners, when completed in the near future.

Declaration and Sign Off

This Carbon Reduction Plan has been completed in accordance with PPN 06/21 and associated guidance and reporting standard for Carbon Reduction Plans.

Emissions have been reported and recorded in accordance with the published reporting standard for Carbon Reduction Plans and the GHG Reporting Protocol corporate standard¹ and uses the appropriate Government emission conversion factors for greenhouse gas company reporting².

Scope 1 and Scope 2 emissions have been reported in accordance with SECR requirements.

¹<https://ghgprotocol.org/corporate-standard>

²<https://www.gov.uk/government/collections/government-conversion-factors-for-company-reporting>

This Carbon Reduction Plan has been reviewed and signed off by the GMIAU Chief Executive.

Signed: 

Date: **Monday 20th July 2026**