

Carbon Reduction Plan

Publication date – January 2025

Introduction

As a boutique HR and Health & Safety consultancy, we are committed to reducing our carbon footprint and contributing to sustainability efforts. While our operations are not energy-intensive, we recognise our responsibility to minimise environmental impact and promote sustainable practices.

Commitment to Net Zero

We are fully committed to reducing greenhouse gas (GHG) emissions over time and publicly commit to achieving net zero by 2050. Our current net zero target date is 2045, allowing us to implement meaningful reductions in emissions while aligning with broader climate goals.

Baseline Year and Emissions

- **Baseline Year:** 2023
- **Total Emissions (tCO₂e):** 15 tCO₂e
- **Scope 1 Emissions:** Minimal (due to no direct fuel consumption)
- **Scope 2 Emissions:** 10 tCO₂e (electricity usage)
- **Scope 3 Emissions:** 5 tCO₂e (business travel, procurement, digital services)

Reporting Year and Emissions

- **Reporting Year:** 2024
- **Total Emissions (tCO₂e):** To be assessed annually

Current Carbon Footprint

Our consultancy operates primarily from office spaces and remote locations, with emissions arising from:

- Office energy consumption
- Business travel
- Use of digital services and technology
- Procurement and supply chain activities

Carbon Reduction Measures

To achieve net zero, we have implemented and will continue to develop the following initiatives:

1. Energy Efficiency in Offices

- Use of energy-efficient lighting and appliances.
- Encouraging employees to switch off unused equipment.
- Transitioning to renewable energy suppliers where feasible.

2. Sustainable Travel

- Encouraging remote working to reduce commuting emissions.
- Using virtual meetings to minimise business travel.
- Promoting public transport and car-sharing for necessary travel.
- Transitioning to low-emission or electric vehicles where possible.

3. Sustainable Procurement

- Sourcing office supplies from environmentally friendly vendors.
- Reducing paper usage by adopting digital documentation practices.
- Encouraging suppliers to align with our sustainability goals.

4. Waste Reduction and Recycling

- Implementing a comprehensive recycling program in the office.

- Encouraging employees to use reusable materials and minimise single-use plastics.
- Proper disposal of electronic waste and IT equipment.

5. Offsetting and Carbon Reduction Initiatives

- Exploring credible carbon offsetting programs to balance unavoidable emissions.
- Supporting reforestation and environmental restoration projects.

6. Environmental Management Measures in Contract Performance

- Using only sustainable, energy-efficient office spaces.
- Partnering with suppliers who follow environmental best practices.
- Ensuring digital services and cloud providers use low-carbon infrastructure.
- Educating employees on sustainability and carbon-conscious work practices.

7. Monitoring and Reporting

- Regularly reviewing our energy and resource usage.
- Setting achievable targets for emission reductions.
- Encouraging employee participation in sustainability initiatives.
- Annual public reporting of emissions and reduction progress.

Future Commitments

We are committed to continuously improving our sustainability efforts by:

- Investing in carbon offsetting initiatives to complement our reduction strategies.
- Staying informed about evolving best practices in carbon reduction.
- Collaborating with clients and partners to promote greener business practices.
- Adapting our strategy to align with emerging sustainability standards.

Board-Level Approval

This Carbon Reduction Plan has been reviewed and approved at the company director level to ensure alignment with our strategic commitments and sustainability goals.

Conclusion

Through these measures, we aim to significantly reduce our environmental impact while maintaining efficient business operations. Our commitment to sustainability reflects our dedication to corporate social responsibility and achieving net zero emissions by 2045.

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 standard and uses the appropriate Government emission conversion factors for greenhouse gas company reporting . Scope 1 and Scope 2 emissions have been reported in accordance with SECR requirements, and the required subset of Scope 3 emissions have been reported in accordance with the published reporting standard for Carbon Reduction Plans and the Corporate Value Chain (Scope 3) Standard . This Carbon Reduction Plan has been reviewed and signed off by the board of directors (or equivalent management body).

Signed on behalf of High Performance Consultancy

:VLBrown..... Date:27/02/2025.....