

### Carbon Reduction Plan

**Supplier name:** Performance Networks

**Company Registration Number:** 08025098

**Published date:** 20/03/2024

**Commitment to achieving Net Zero**

Performance Networks is committed to achieving Net Zero by 2040.

**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. We have chosen our baseline year to be August 2021 – July 2022.

Baseline Year: 2021-2022	
EMISSIONS	TOTAL (tCO <sub>2</sub> e)
Scope 1	6.819
Scope 2*	Market-based: 0.028 Location-based: 0.028
Scope 3 including: <ul style="list-style-type: none"> <li>● Fuel &amp; Energy Related Services</li> <li>● Business Travel</li> <li>● Transportation &amp; Distribution (Upstream &amp; Downstream)</li> <li>● Employee Commuting &amp; Homeworking</li> <li>● Operational Waste &amp; Water</li> </ul>	22.556
<b>Total Emissions</b>	<b>Market-based: 29.404 Location-based: 29.404</b>

Our total emissions equate to a Carbon Intensity Metric of **1.960 tCO<sub>2</sub>e per full-time employee equivalent (FTE)** based on **15 FTEs** during the baseline period (using market-based emissions).

*\*Purchased electricity can be measured in two ways. 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). A market-based method therefore takes into account the purchase of electricity via a verified renewable energy tariff. We have chosen to base our Net Zero target on a market-based methodology.*

**Current Emissions Reporting**

Reporting Year: 2022 - 2023	
EMISSIONS	TOTAL (tCO <sub>2</sub> e)
Scope 1	10.217
Scope 2	Market-based: 0.000 Location-based: 0.000
Scope 3 including: <ul style="list-style-type: none"> <li>● Fuel &amp; Energy Related Services</li> <li>● Business Travel</li> <li>● Transportation &amp; Distribution (Upstream &amp; Downstream)</li> <li>● Employee Commuting &amp; Homeworking</li> <li>● Operational Waste &amp; Water</li> </ul>	24.599
<b>Total Emissions</b>	<b>Market-based: 34.817</b> <b>Location-based: 36.148</b>

Our total emissions equate to a Carbon Intensity Metric of **1.934 tCO<sub>2</sub>e per full-time employee equivalent (FTE)** based on **18 FTEs** during the measurement period (using market-based emissions).

**Emissions reduction targets**

To achieve Net Zero we will need to reduce our absolute emissions by 90% from our baseline year and offset any residual emissions. To track our progress towards our long-term Net Zero by 2040 target, we have also set some near-term targets to 2030:

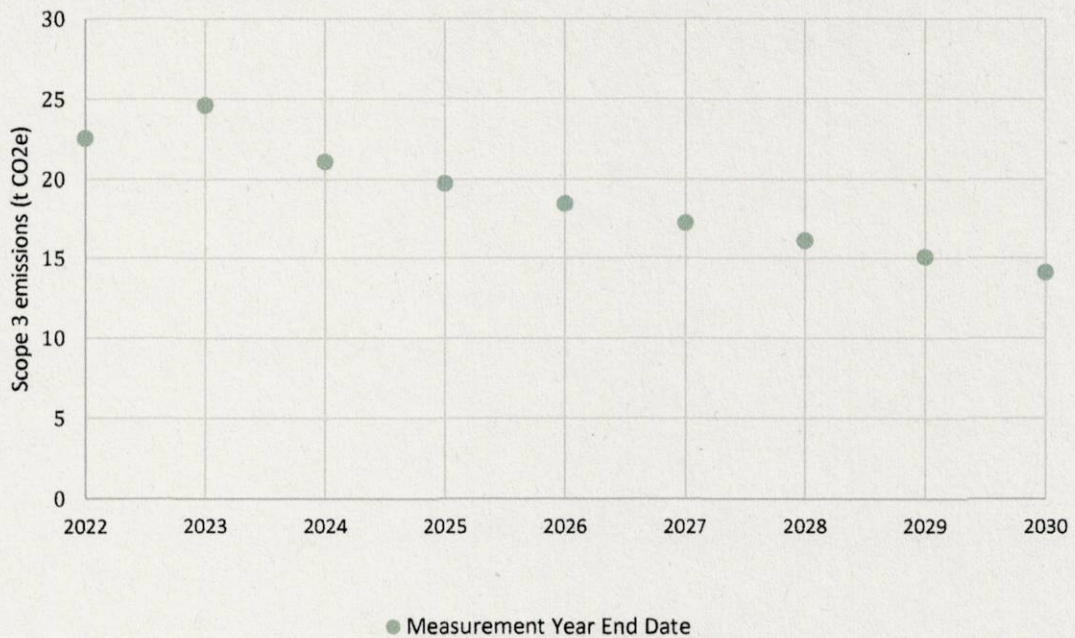
Our near-term targets:

- Reduce measured scope 1 emissions by 42% by 2030.
- Procure 100% renewable electricity by 2030.
- Reduce measured scope 3 emissions by 42% from our baseline measurement by 2030.
- Measure remaining upstream scope 3 categories by 2026 to inform future decisions around reducing emissions associated with our supply chain.

Our long-term targets:

- Reduce our total market-based emissions (scope 1, 2 and 3) by at least 90% by 2040.
- Neutralise any residual emissions using verified carbon offsets.

Our measured scope 3 emissions and projections of reductions needed to achieve our 2030 reduction target can be seen in the graph below:



**Carbon Reduction Projects**

*Completed Carbon Reduction Initiatives*

The following environmental management measures and projects have been completed or implemented since we began measuring our emissions in 2022.

Activity	Completion Year	Scope
<p>Commit to measuring carbon footprint of business activities year on year to gain an understanding of pinch points and regularly be making efficient and direct improvements to reduce these emissions.</p> <p>Appointed Positive Planet to support with calculating baseline carbon footprint and reduction recommendations.</p>	2022	1, 2, 3
<p>Committed to creating a Green Team. This team will be made up of members from different departments to support the roll out of initiatives and management of data, this includes sharing and collaborating throughout the organisation.</p>	2024	1, 2, 3
<p>Purchased 2 electric vehicles in a step towards electrifying our company fleet. Our fleet current consists of 2 fully electric and 3 combustion engine vehicles.</p>	2023	1, 2
<p>Committed to purchasing refurbished IT equipment where viable to support a more circular economy and reduce demand for new technology.</p>	2024	3
<p>Implemented a cycle to work scheme to support our employees in reducing emissions associated with commuting and promote a more active lifestyle.</p>	2023	3
<p>The following measures are in place in our office:</p> <ul style="list-style-type: none"> <li>● Solar control reflective window sheets</li> <li>● Landlord has installed lighting sensors and LEDs.</li> </ul>	2023	1, 2

Future Carbon Reduction Plans

In the future we hope to implement further measures such as:

REDUCTION PLANS – Scope 1 & Scope 2			
Activity No.	Activity	Target Date	Category
1*	Ask the landlord to consider low-cost options such as reducing the boiler temperature.	2024	Stationary Combustion
2*	Engage with the landlord to ascertain whether they are considering larger scale energy management projects such as an efficient boiler system. Alternatively, consider moving to premises without gas heating for 100% reduction is stationary combustion emissions.	2025	Stationary Combustion
3*	Encourage the landlord/management company at the office to procure a 100% renewable electricity tariff. This change will reduce <b>market-based</b> emissions from the charging of vehicles and office to 0 tCO <sub>2</sub> e.	2024	Purchased Electricity
4*	We will implement behaviour change initiatives within the workplace for reduction of emissions, including clear messaging for turning off lights, monitors, computers, and other electrical appliances where appropriate. We will assign roles and responsibilities to Green Team members once in place.  High-level monitoring of energy use is key to understanding further pinch points.	<i>ongoing</i>	Purchased Electricity
5*	Where able we will implement energy efficiency measures to reduce the overall amount of electricity consumed in the office, where the landlord is responsible for these we will continue to encourage their implementation. Examples of reduction measures include: <ul style="list-style-type: none"> <li>● installing timers on sockets/equipment</li> <li>● continuing to review and renew inefficient equipment (when at end of life), and actively consider the energy efficiency of refurbished equipment when new purchases are required (e.g. laptops, fridges, dishwashers)</li> </ul>	<i>ongoing</i>	Purchased Electricity

6	<p>Conduct a review of company vehicles to outline a strategy for company vehicle electrification:</p> <ul style="list-style-type: none"> <li>• Determine which vehicles to electrify first, dependent on which vehicles are used most, which vehicles are most polluting, and which vehicles are oldest</li> <li>• Determine a timeframe for vehicle electrification and commit to this</li> </ul>	<i>ongoing</i>	Mobile Combustion Purchased Electricity (EVs)
7	Consider driver-efficiency training for company car users – this should demonstrate a reduction in total fuel/electricity use.	2024	Mobile Combustion Purchased Electricity (EVs)

*\*Measuring reductions associated with energy efficiency measures is reliant on obtaining primary use data from the landlord.*

Based upon the above completed and planned initiatives, it is projected that Scope 1 & 2 carbon emissions will decrease to **3.971 tCO<sub>2</sub>e** by 2030.

We also aim to implement the further initiatives below to reduce Scope 3 emissions:

REDUCTION PLANS – Scope 3			
Activity No.	Activity	Target Date	Category
1	<p>Consider training and engagement for the leadership, and the wider employee base. Including and not limited to, creating spaces for environmental positive conversations (internal comms, newsletters, slack, Teams etc), certified Carbon Literacy Training for all applicable to roll out to further workforce and share with externals where appropriate. On average, certified learners reduce their carbon footprints by 5-15%, of which ~50% are work-related.</p>	2024	Commuting & Home Working, Business Travel
2	<p>Consider measuring Scope 3 - Purchased Goods &amp; Services and Capital Goods as part of future measurements. This will give a more accurate representation of our operational emissions and allow us to re-assess our emissions hotspots.</p> <p>To support future high quality data collection for the above implement a Sustainable Procurement Policy. Encourage suppliers to adopt sustainable practices and improve their own carbon footprint through supplier engagement, procurement policies and contracts, and monitoring reporting mechanisms.</p> <p>As part of rolling out this Policy - commit to a Sustainability Audit or Survey to request further information regarding credentials – Plan to send these to the Top 5/10 suppliers by spend. This data collection will support reduction journey by gathering important data for year two measurement &amp; encourage supply chain integration towards Net Zero.</p> <p>Complete this audit within Two Phases –</p> <ol style="list-style-type: none"> <li>1. Identify suppliers for engagement.</li> <li>2. Formulate and collect data (survey/scoring)</li> </ol> <p>Once completed prioritise suppliers with lower carbon footprints as part of the above phased approach. This may also involve purchasing second hand/refurbished (furniture, IT equipment) and extending the lifespan of purchased items.</p>	2026	Purchased Goods & Services

	Develop and monitor procurement policy for all new suppliers to align to Net Zero goals.		
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3	<p>Review logistics partners/couriers and utilise the above Sustainable Procurement Policy. Work with providers to gather their emissions data, and/or switch to lower-carbon providers.</p> <p>Prioritise purchasing from local suppliers to limit delivery mileage.</p>	2026	Upstream Distribution
4	<p>Develop and implement a Sustainable Travel Policy to support environmental impact of choices when travelling, staying in hotels and commuting. The priorities within this policy will support active travel and low emission travel options where appropriate. Monitor and consider alternatives to air-based travel as a priority and commit to offering support to workforce with options for active travel schemes; such as bike to work or car sharing opportunities.</p> <p>Utilise the emissions travel hierarchy:</p> <ul style="list-style-type: none"> <li>● Digital communication</li> <li>● Walking and cycling</li> <li>● Public and shared transport</li> <li>● EV's and car sharing/clubs</li> <li>● ICE vehicles and car sharing/clubs</li> <li>● Air travel</li> </ul> <p>Consider creative ways to engage and support workforce to influence change. Examples include setting an internal organisation carbon credit scheme (limit that to a number of tCO<sub>2</sub>e per year), extra holiday days for low emission travel choice, bonuses, subsidised travel, and equal mileage payments for diesel/petrol/EVs/cycling.</p>	2025	Business Travel, Commuting
5	<p>Consider implementing a company EV leasing scheme for employees in line with a review of the employee benefits system.</p>	2025	Business Travel, Commuting

Based upon the above completed and planned initiatives, it is projected that measured Scope 3 carbon emissions will decrease from our baseline measurement of **22.556 tCO<sub>2</sub>e** to **13.082 tCO<sub>2</sub>e** by 2030. This is a reduction of **42%** and will keep us on track to Net Zero.

### **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<sup>1</sup> and uses the appropriate Government emission conversion factors for greenhouse gas company reporting<sup>2</sup>.

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<sup>3</sup>.

This Carbon Management Plan has been reviewed and approved by Performance Networks' Executive Team.

### **Signed on behalf of Performance Networks:**



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Name: Will Evans

Position: Director

Date: 20/03/2024

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

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

<sup>3</sup> <https://ghgprotocol.org/corporate-value-chain-scope-3-standard>