

# Carbon Reduction Plan

Supplier name: Shared Intelligence Ltd

Publication date: September 2022

## Commitment to achieving Net Zero

Shared Intelligence Ltd is committed to achieving Net Zero emissions by 2035.

## 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.

<b>Baseline Year: 2019/20</b>	
<b>Additional Details relating to the Baseline Emissions calculations.</b>	
<i>[Instructions to Suppliers: Add commentary regarding your Baseline Emissions as required: e.g. historic baseline which deviates from the requirements under this measure (e.g. no prior Scope 3 emissions reporting), where there is no previous reporting and the creation of a new baseline due to substantial organisational change or restructuring]</i>	
<b>Baseline year emissions: 2019/20</b> Chosen as the last complete year pre Covid19 pandemic, so is the most stable baseline.	
<b>EMISSIONS</b>	<b>TOTAL (tCO<sub>2</sub>e)</b>
<b>Scope 1</b>	None. We are a professional services company in rented office space. Our activity does not create direct greenhouse gas emissions.
<b>Scope 2</b>	<b>2.19</b> This is based on our occupancy of rented co-working space with six desks fully occupied during business hours. Our work does not create downstream products, distribution or investments.

<b>Scope 3</b> (Included Sources)	<b>2.97</b>
<b>Total Emissions</b>	<b>5.16</b>

## Current Emissions Reporting

<b>Reporting Year: 20XX</b> To be completed at end of 2022/23 financial year.	
<b>EMISSIONS</b>	<b>TOTAL (tCO<sub>2e</sub>)</b>
<b>Scope 1</b>	<b>XX</b>
<b>Scope 2</b>	<b>XX</b>
<b>Scope 3</b> (Included Sources)	<b>XX</b>
<b>Total Emissions</b>	<b>XX</b>

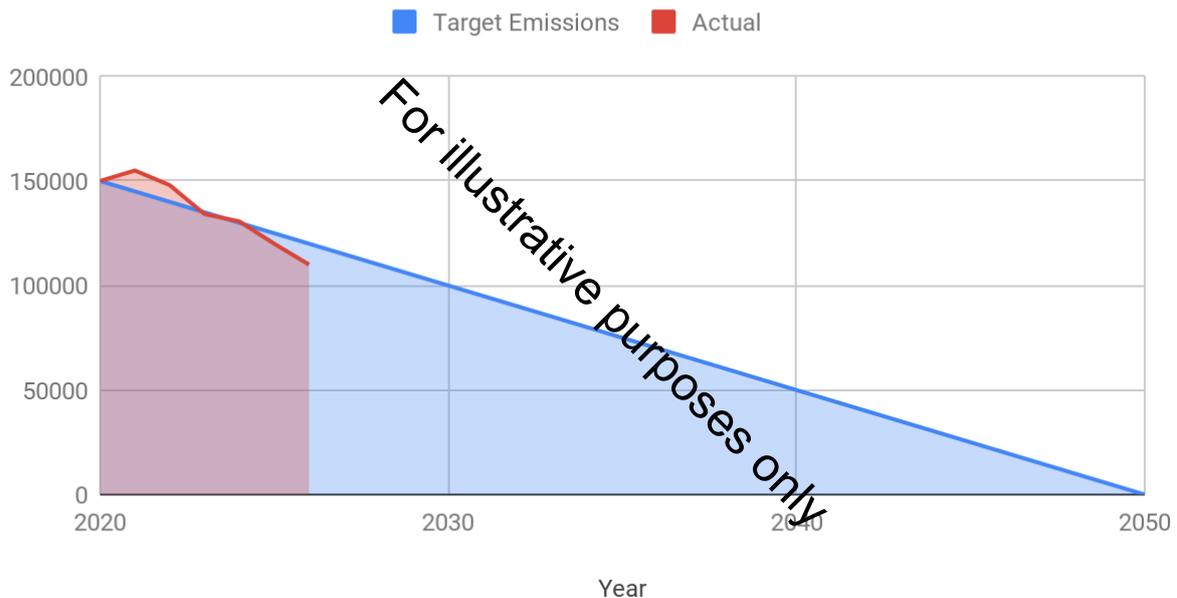
## Emissions reduction targets

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 3.85 tCO<sub>2e</sub> by 2024/25. This is a reduction of 25%

Progress against these targets can be seen in the graph below:

## Carbon Reduction: Projected vs. Actual



## Carbon Reduction Projects

### Completed Carbon Reduction Initiatives

The following environmental management measures and projects have been completed or implemented since the 2019/20 baseline. The carbon emission reduction achieved by these schemes equate to **0.95 tCO<sub>2</sub>e**, a **18%**ge reduction against the 2019/20 baseline and the measures will be in effect when performing the contract.

We have chosen the baseline year of 2019/20 as this is the last year of operations pre the Covid-19 pandemic. The pandemic changed our ways of working in the short-term, but a number of features of that way of working have carried forward into our current working style. This has delivered some savings:

- Many staff work at home more routinely, and we have reduced our number of desks in our shared office space from six to five.
- We hold many more internal and client meetings online, resulting in a reduction in business travel, hotel nights and employee commuting. We know that there is still time needed to determine a true future steady state, but our estimates are that we have reduced carbon use since 2019/20 as indicated above. Disregarding the impact of future business growth creating an increase in the quantum of activity, we consider that these changes are sustainable.

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

- We offer an employee bicycle purchase scheme to help make it possible for employees to cycle to the office. This is in a context where we have carried out

several assignments for clients about promoting green skills at local level. This has created a lot of interest among our staff in the carbon reduction agenda and we regularly exchange ideas about business and personal contributions to carbon reduction in our team meetings.

- In our periodic review meetings with our landlord, we encourage them to make lower carbon improvements to the office environment.

## 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 Reduction Plan has been reviewed and signed off by the board of directors (or equivalent management body).

### Signed on behalf of the Supplier:

A handwritten signature in black ink, appearing to be 'Ben Lee', with a long horizontal stroke extending to the right.

Ben Lee, Director, Shared Intelligence Ltd.

Date: 22<sup>nd</sup> September 2022

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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/standards/scope-3-standard>