

Carbon Reduction Plan

Supplier name: The Probrand Group

Publication date: 10th May 2024

Commitment to achieving Net Zero

The Probrand Group are committed to achieving Net Zero greenhouse gas (GHG) emissions by or before the 2040 target set out in the standard Carbon Reduction Plan requirements for the public sector in the UK.

The Probrand Group contracted Tunley Environmental as a third party to calculate our baseline carbon footprint in the year 2022 (ended December 31, 2022). The partnership continue and Tunley Environmental conducted the calculations for the most recent reporting year 2023. The emissions have been calculated based on data collected by The Probrand Group. Calculations are completed in accordance with ISO 14064-1, following the GHG protocol.

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: 2022 – 1 st January 2022 to 31 st December 2022	
Baseline year emissions:	
EMISSIONS	TOTAL (tCO₂e)
Scope 1	1.96
Scope 2	13.1
Scope 3 (Included Sources)	261 Breakdown: Transmission and Distribution of Electricity = 1.19 Upstream Transportation and Distribution = 66.9 Waste Disposal = 34.9 Business Travel = 25.8

	Remote Working = 78.3 Employee Commuting = 28.7 Upstream Leased Assets = 25.0 Downstream Transport and Distribution = 0.048
Total Emissions	276

Current Emissions Reporting

Reporting Year: 2023	
EMISSIONS	TOTAL (tCO₂e)
Scope 1	0.199
Scope 2	14.6
Scope 3 (Included Sources)	228 Breakdown: Transmission and Distribution of Electricity = 1.26 Upstream Transportation and Distribution = 59.6 Waste Disposal = 31.4 Business Travel = 24.4 Remote Working = 75.7 Employee Commuting = 10.1 Upstream Leased Assets = 25.0 Downstream Transport and Distribution = 0.030
Total Emissions	242

Emissions reduction targets

To continue our progress and achieve Net Zero by 2040, we have adopted the following interim carbon reduction targets.

We project that carbon emissions will decrease by 160 tCO₂e to 116 tCO₂e before offsetting the residual emissions is required. This is a reduction of more than 57.8 % in comparison to the 2022 baseline.

The plan to achieve Net Zero is:

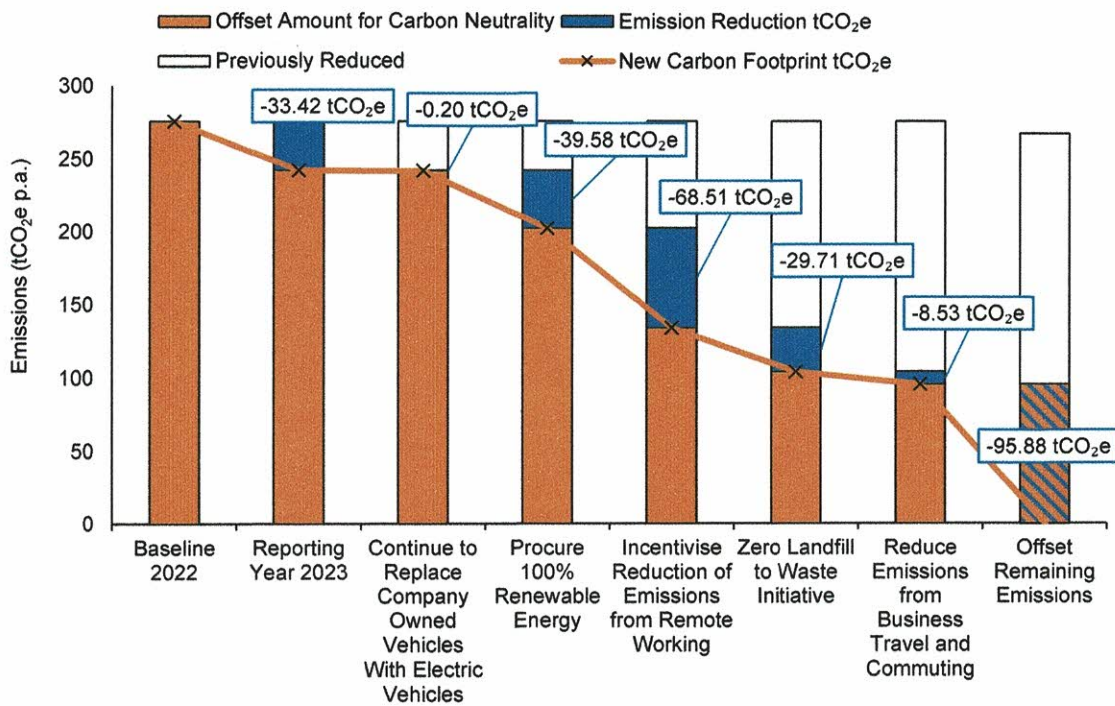
- 1) To reach the target of becoming Net Zero by 2040 or earlier.
- 2) To achieve Net Zero status, we shall reduce emissions via:
 - a. **Scope 1 emissions (direct)**
 - i. Remove emissions from mobile combustion by replacing company owned cars that burn fossil fuels with electric vehicles.
 - b. **Scope 2 emissions** – To achieve a reduction in electricity usage in our UK facilities, the company will:
 - i. Educate employees on carbon reduction initiatives that encourage behavioural changes to reduce electricity usage, such as turning off screen monitors when away from the desk, careful consideration before printing, opting paper-free whenever possible and using fewer office consumables such as staples and unplugging chargers. Using fewer materials leads to less waste disposal, thus leading to a further reduction in GHG emissions. These are all simple behavioural changes and so a 10% reduction based on behavioural changes is a realistic goal to begin the road to net zero.
 - ii. As we continue to assess employee work schedules and requirements, we will seek opportunities to reduce our corporate facilities' footprint and therefore facilities-related energy usage, emissions and waste.
 - iii. Progressively move to 100% of electricity purchased for our facilities from renewable sources, including Ofgem certified green energy tariffs. More detail is provided under Carbon Reduction Projects.
 - iv. Create a cross-functional employee advocacy group to further identify ways to reduce emissions.
 - c. **Scope 3 emissions**
 - i. Continue to reduce emissions, related to business travel, by encouraging and allowing virtual meetings. Where business travel is required, we will incentivise the use of trains instead of cars or flights, including using the trains instead of domestic flights (this would reduce emissions by 445 kgCO₂e).
 - ii. Continue to reduce emissions related to employee commuting by allowing remote and hybrid work schedules for all employees and encouraging use of public transportation, carpooling, cycle-to-work schemes and other alternative transportation methods when commuting is required.
 - iii. Reduce emissions from remote working by targeting a total reduction in emissions from office equipment and then heating.
 - iv. Aim to reduce emissions from waste disposal by ensuring zero waste is taken to landfill.
 - v. Continuous monitoring and improvement of data collection to increase the accuracy of GHG quantification of utilities and waste for reduction and recycling opportunities.

- vi. Additionally, we will actively seek to purchase sustainable and carbon neutral products, services (e.g., electricity and waste disposal) and venues through our procurement processes.

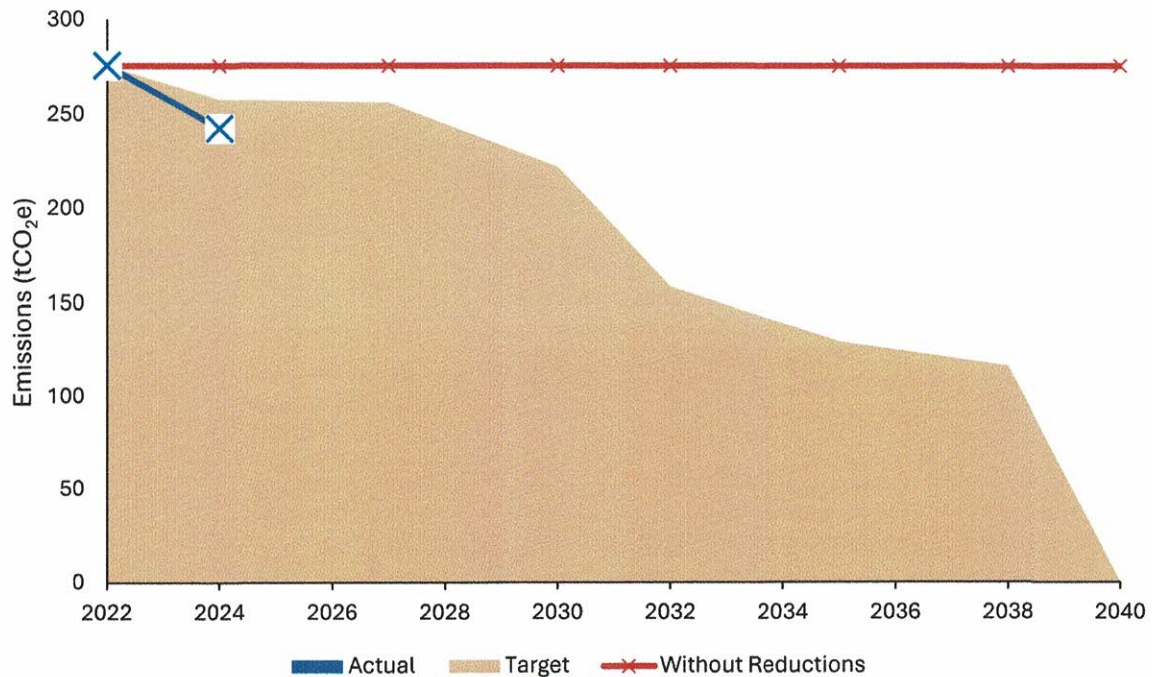
3) Offsetting:

- a. The remaining carbon emissions after implementing the reduction initiatives will be offset using accredited carbon offset providers who invest in projects that do not rely solely on tree-planting initiatives, such as reforestation. This is because these projects can be vulnerable to the consequences of climate changes such as wildfires.

The following figures show how we expect the project to reduce emissions, highlighting the significant reduction that can be achieved to become Net Zero.



Progress against these targets will be recorded and presented in the graph below.



On the graph above, the emissions without reductions are calculated from the expected GHG emissions due to the decarbonisation of the national grid. Whereas the target emissions are resultant of the carbon reduction projects previously described. The actual emissions are the yearly quantified emissions.

Carbon Reduction Projects

Completed Carbon Reduction Initiatives

In the future we intend to implement the reduction opportunities to drive down our emissions as described in the Emissions reduction targets section of the report.

Previously before the baseline was calculated we have:

- Reduced the office size by removing an office reducing our emissions from energy use.
- Remote working.
- LED lighting, and automatic sensors.
- Smart thermostat for monitoring heat.
- Set up an environmental committee.

Since the baseline was calculated in 2022, we have successfully:

- Reduced emissions from company owned vehicles by replacing ICE vehicles with Hybrid's and reducing the total mileage.
- Began behavioural changes to reduce usage from employees such as commuting, business travel, and waste disposal.

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 standard⁴ and uses the appropriate Government emission conversion factors for greenhouse gas company reporting⁵.

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) Standard⁶.

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:

R. Harper
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Date: *10th May 2024*

⁴<https://ghgprotocol.org/corporate-standard>

⁵<https://www.gov.uk/government/collections/government-conversion-factors-for-company-reporting>

⁶<https://ghgprotocol.org/standards/scope-3-standard>