



Carbon Reduction Plan

Client name: PROc2w Limited (T/A Green Commute Initiative)

Company Registration Number: 10007258 (10315668)

Published date: 1st August 2023

Our Commitment.

PROc2w is committed to achieving Net Zero emissions by 2040.

What does Net Zero mean in practice?

To achieve Net Zero, we will be aiming to reduce emissions in line with the latest science-based targets (SBTs). SBTs are greenhouse gas reduction goals set by organisations. They are defined as “science-based” when they align with the scale of reductions required to keep global temperature increases well-below 2°C compared to pre-industrial temperatures. SBTs provide organisations with pathways to sustainable transformational change to accelerate the transition to a low carbon economy.

For us, this means that we will need to reduce our absolute carbon emissions by at least 90% from our baseline year, or achieve (and maintain) a carbon intensity metric of <1 tonne CO₂e per employee, whichever comes soonest. To keep ourselves on track with these long-term targets, we have set the following near-term goals:

- Reduce our Scope 1 & 2 emissions to zero by 2030.
- Reduce our Scope 3 emissions by 20% from our baseline year by 2026.
- Reduce our Scope 3 emissions by 35% from our baseline year by 2030.

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

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

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

Scope 1 emissions: direct greenhouse gas emissions that occur from sources owned or controlled by a company, such as emissions from combustion of fuels in on-site boilers, furnaces, or vehicles.

Scope 2 emissions: indirect greenhouse gas emissions that result from the generation of purchased electricity, steam or other forms of energy consumed by a company.

Scope 3 emissions: all other indirect greenhouse gas emissions that occur in an organisation's value chain, including emissions from upstream and downstream activities.

Our Carbon Footprint.

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 to set our baseline year as March 2022 – February 2023.

Baseline Year: 2022–2023

What has been included in the carbon footprint?

All Scope 1 & 2 emissions have been measured, plus the following Scope 3 Emissions:

- Purchased Goods & Services
- Capital Goods
- Fuel & Energy Related Services
- Business Travel
- Transportation & Distribution (Downstream)
- Transportation & Distribution (Upstream)
- Employee Commuting & Home Working
- Operational Waste & Water

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EMISSIONS	TOTAL (tonnes CO ₂ e)
Scope 1	0.000
Scope 2*	Market-based: 0.373 Location-based: 0.932
Scope 3	105.536
Total Emissions*	Market-based: 105.908 Location-based: 106.468

*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.

Carbon Intensity Metrics

Baseline year: 2022-2023	CARBON INTENSITY METRIC (tonnes CO ₂ e / unit)
Employees	15.13
Turnover (£M)	3.78

Based upon 7 FTE employees, and a £28 million turnover during the measurement period. We are using market-based emissions to calculate our intensity metrics.

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Current Emissions Reporting

Current Reporting Year: 2022 – 2023

The current Reporting Year (2022 – 2023) is the Baseline Year for PROc2w

Green Commute Initiative (GCI) subcontracts all of its services to PROc2w Limited. This Carbon Reduction Plan reflects the joint goals for both companies.

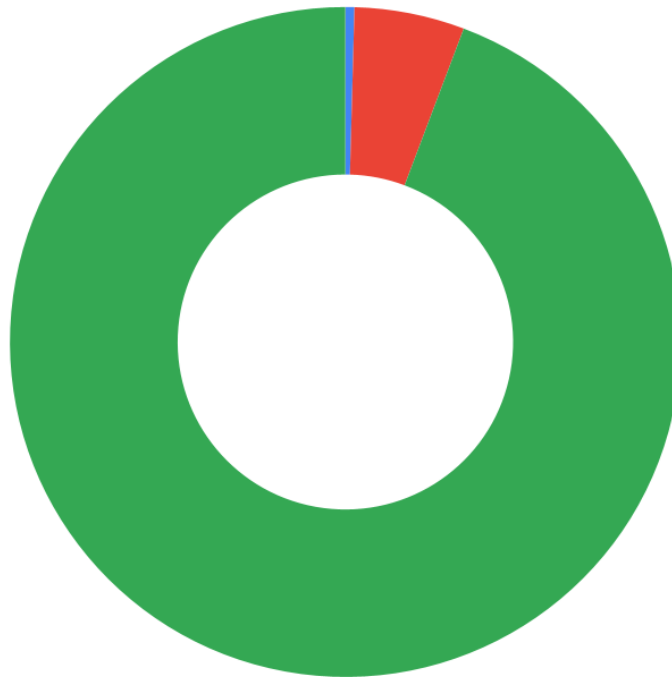
This inventory does not include the Scope 3 emissions associated with bikes acquired through PROc2w / GCI's service.

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Carbon Emissions Breakdown

Carbon Emissions (%) 2022 - 2023

- Property 0.43%
- Travel 5.3%
- Procurement 94.3%
- Waste 0.01%



PROc2w had zero Distribution in the Reporting Year.

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Carbon Reduction.

Our Net Zero targets

PROc2w is committed to achieving Net Zero by 2040. To do this, we will need to reduce our absolute carbon emissions by at least 90% from our baseline year, or achieve (and maintain) a carbon intensity metric of <1 tonne CO₂e per employee, whichever comes soonest.

We have set the following near-term targets to 2030 to keep ourselves on track with our ultimate Net Zero goal. Targets for the remaining period will be set as we progress closer to 2030.

- Reduce our Scope 1 & 2 emissions to zero by 2030.
- Reduce our Scope 3 emissions by 20% from our baseline year by 2026.
- Reduce our Scope 3 emissions by 35% from our baseline year by 2030.

Progress

There are no previous existing carbon emission reduction targets against which to report progress.

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Completed Carbon Reduction Initiatives

The following emissions management measures and projects have been completed or implemented since the start of our baseline reporting period.

Activity	Completion Date	Scope
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. Year 1 appointed Positive Planet to support with calculating baseline carbon footprint and reduction recommendations.	2023	1,2,3
Energy efficiency improvements for office appliances including a water heater; utilisation of lower-carbon web browsing platforms (ecosia).	2023	2,3
Employee internal combustion engine commuter vehicle replaced with mild hybrid.	2023	3

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Future Carbon Reduction Plans

We are committing to action the following emissions management measures and projects in line with our Net Zero targets.

REDUCTION PLANS – Scope 1 & Scope 2				
Activity No.	Activity	Target Date	% Reduction Target	Category
1	Encourage the landlord/management company at the managed office to procure a 100% renewable electricity tariff. This change will reduce market-based emissions (from chosen tariff) from the office to 0 tCO ₂ e.	2030	100% (market-based)	Purchased Electricity

Based upon the above completed and planned initiatives, it is projected that Scope 1 & 2 carbon emissions will decrease to **0 tCO₂e by 2030**.

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Activity No.	Activity	Target Date	Category
1	<p>Consider training and engagement for the leadership, and 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 Carbon Literate learners reduce their carbon footprints by 5-15%, of which ~50% are work-related.</p>	2025	Commuting & Home Working Business Travel
2	<p>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>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</p>	2025	Purchased Goods & Services

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	<p>measurement & encourage supply chain integration towards Net Zero.</p> <p>Complete this audit within Two Phases –</p> <ol style="list-style-type: none"> 1. Identify suppliers for engagement. 2. Formulate and collect data (survey/scoring) <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> <p>Develop and monitor procurement policy for all new suppliers to align to Net Zero goals.</p>		
3	<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.</p> <p>Utilise the emissions travel hierarchy –</p> <ul style="list-style-type: none"> Digital communication Walking & wellbeing Cycling 	2025	<p>Business Travel Commuting</p>

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	<p>Public and shared transport</p> <p>Public and shared EV's and car sharing</p> <p>EV taxis</p> <p>ICE vehicles and car sharing</p> <p>Air Travel</p>		
4	<p>Add sustainability criteria to all purchasing decisions, including the expected lifespan, energy efficiency (and embodied carbon where available), and necessity of the purchase. To support this, provide all teams with sustainability measures & targets for purchases & expenditure.</p>	2026	Purchased Goods & Services
5	<p>Consider lifetime carbon emissions and purchase in line with minimum longevity requirements, prioritising repair & reuse over re-purchase. For vehicles, EVs prioritised over ICEV.</p> <p>Compare the carbon impact of large-spend items with alternatives.</p>	2028	Capital Goods
6	<p>Optimise digital marketing assets by 20-30% and minimise wastage by improving ad-targeting and reducing wasted impressions (digital marketing)</p>	2027	Goods & Services
7	<p>Software and Cloud sustainability action: Optimise website images and media, utilise green web hosting, complete an audit of cloud-based services and</p>	2029	Goods & Services

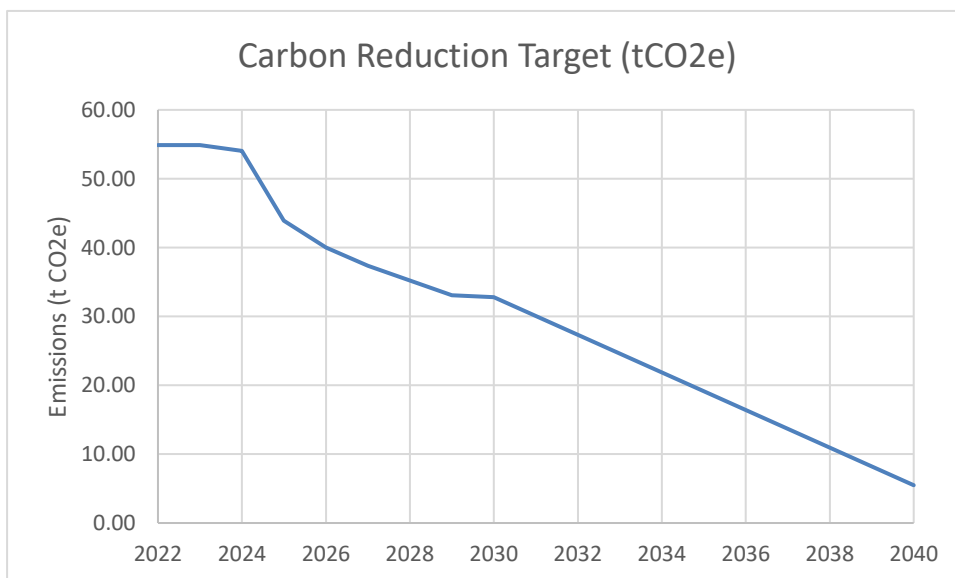
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	consider switching to green providers & removing unnecessary subscriptions.		
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Based upon the above completed and planned initiatives, it is projected that (as a minimum) Scope 3 carbon emissions will further decrease over the next seven years from the current normalised measurement (minus capital goods) of 54.514 tCO₂e to 33.073 tCO₂e by 2030. This is a reduction of 39% and will keep us on track to Net Zero.



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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) Standard³.

This Carbon Management Plan has been reviewed and approved by PROc2w Executive Team.

Signed on behalf of PROc2w:

Name Joanna Flint

Position Marketing Director

Date: 01/08/23

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