

## Carbon Reduction Plan

**Supplier name:** Skills for Care

**Company Registration Number:** 03866683

**Published date:** 12 December 2024

### Commitment to achieving Net Zero

Skills for Care is committed to achieving Net Zero by 2045.

### 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. We had previously set the FYE 2022 as our baseline year, however, upon measuring and assessing against our emissions for FYE 2023 and 2024 it is evident that the 2022 and 2023 measurements were impacted by early data collection issues and the Covid-19 pandemic. This caused a baseline measurement which is not representative of a normal operating year to be established. In line with the above we have chosen to realign our baseline Year to FYE 2024, this is not deemed to be a negative decision as we are maintaining our Net Zero by 2045 target despite an increase in our baseline emissions presenting a harder challenge compared to FYE 2022.

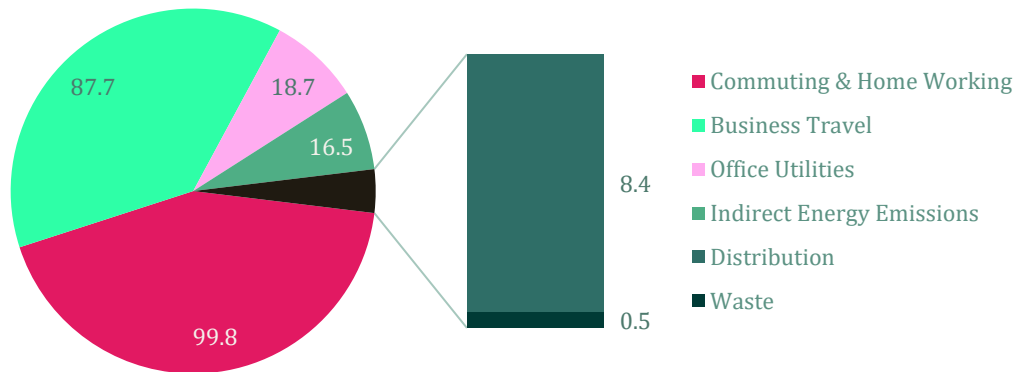
Baseline Year: FYE 2024	
The baseline year has been adjusted as detailed above. There are no emissions to report for scope 1 Stationary Combustion, Mobile Combustion, Fugitive Emissions, Process Emissions or scope 2 Heat & Steam due to a lack of relevant activities, assets (company vehicles) or infrastructure (gas boiler and/or air con).	
EMISSIONS	TOTAL (tCO <sub>2</sub> e)
Scope 1	0.000
Scope 2*	Market-based: 18.742 Location-based: 11.075
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>	212.861
<b>Total Emissions*</b>	<b>Market-based: 231.603</b> Location-based: 223.936

Our total emissions equate to a Carbon Intensity Metric of 1.135 tCO<sub>2</sub>e per full-time employee equivalent (FTE) based on 204 FTEs during the measurement 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

Emissions by Category (tCO<sub>2</sub>e)



## Emissions reduction targets

Skills for Care is committed to achieving Net Zero by 2045.

The below reduction targets address our measured emissions categories. We are aware that to achieve true Net Zero through absolute reduction in emissions, as defined by the Science Based Targets initiative (SBTi), we must achieve 90% reductions across our whole operational baseline once measured. In the future we may set employee intensity-based reduction targets, however, we are awaiting the publication of SBTi's review which was due in 2024 but is currently delayed.

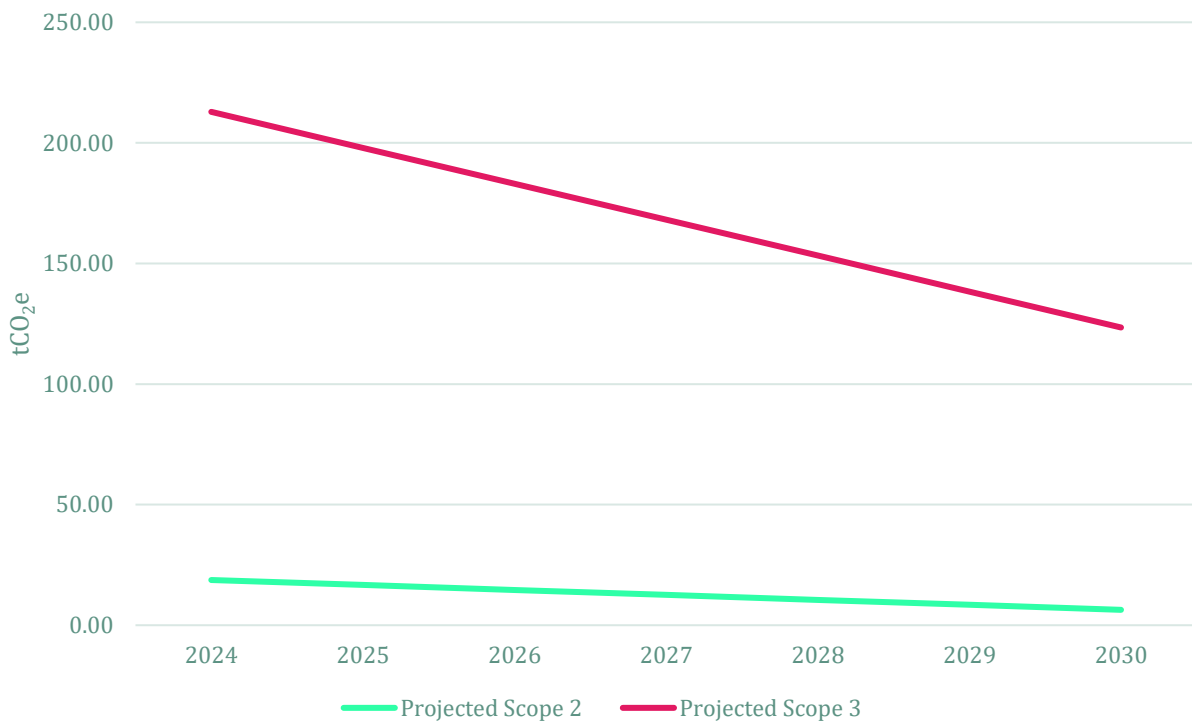
Our near-term targets:

- Maintain scope 1 emissions at zero up to and beyond 2030.
- Procure 100% renewable electricity across all office spaces by 2035.
- Reduce measured scope 3 emissions by 7% a year, this will equate to a 42% reduction against our baseline year by 2030 and keeps us on track to achieve 90% reduction by 2045.

Our long-term targets:

- Reduce our total market-based emissions (scope 1, 2 and 3) by at least 90% by 2045.
- Neutralise any residual emissions using verified carbon offsets.

Projected emissions reductions 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 started measuring our annual emissions in FYE 2022.

Activity	Completion Year	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. Appointed Positive Planet to support with calculating baseline carbon footprint and reduction recommendations.	2022	1, 2, 3
Created a Green Team to lead initiatives. This team has been 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.	2022	1, 2, 3
Took the decision to invoke the break clause on our London office and in addition, we significantly downsized our Leeds office to a space for only 24 desks and one meeting room which will helped reduce the number of colleagues working in an office environment.	2022	2, 3
We are investing in the skills, capability and resources to carry out virtual and hybrid engagement, reducing the need for our team and the people we support to travel to meeting and events. We have hybrid working and we consider hybrid or virtual meetings where possible balanced with the needs of our customers. We have reviewed our processes and improved where possible for example, we have cut emissions for new/replacement laptops and these are issued straight from our supplier to the end user rather than to our office and then to the user	ongoing	1, 2, 3
LED & PIR lighting controls implemented in all occupied office spaces	2022	2
Company EV lease scheme offered, currently 2 employees have signed up for this programme	2022	3
Review and renew inefficient equipment (when at end of life), and actively consider the energy efficiency of equipment when new purchases are required (e.g. laptops, fridges, dishwashers). We have a renewal programme for older IT equipment for 23/24. We repurpose old equipment where possible.	ongoing	2

REDUCTION PLANS – Scope 1 & Scope 2			
Activity No.	Activity	Target Date	Category
1	Ask the landlord to consider or report plans to implement options to improve the EPC rating (currently B) of the building, such as improved glazing, insulation and/or adding heat & solar control reflective window sheets.	2026	Purchased Electricity
2	If in the future we need to procure more office space we will prioritise those with no gas heating to maintain 0 stationary combustion emissions.	n/a	Stationary Combustion
3	Encourage the landlord at the office to procure a 100% renewable electricity tariff. This change will reduce market-based emissions (from chosen tariff) from the office (common areas) to 0 tCO <sub>2</sub> e.	2030	Purchased Electricity
4	<p>Total location-based electricity emissions (National Grid energy mix) are 11.1 tCO<sub>2</sub>e at the latest measurement so there is an opportunity to reduce energy use.</p> <p>The Green Team will encourage 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.</p>	ongoing	Purchased Electricity
5	<p>Ask the landlord to consider implementing energy efficiency measures to reduce the overall amount of electricity consumed by the building. They may consider optimising operational procedures and implementing energy management systems (such as ISO 14001).</p> <ul style="list-style-type: none"> <li>installing timers on sockets/equipment</li> </ul>	2030	Purchased Electricity
6	Review and renew inefficient equipment within our own office space (when at end of life), and actively consider the energy efficiency of equipment when new purchases are required (e.g. monitors, laptops, printers, fridges, dishwashers).	ongoing	Purchased Electricity

Based upon the above completed and planned initiatives, it is projected that combined scope 1 & 2 emissions will decrease to 0 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	Consider training and engagement for the Green Team, 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.	2025	Commuting & Home Working, Business Travel
2	<p>Consider including questions in future homeworking surveys around employees homeworking environment to assess whether:</p> <ul style="list-style-type: none"> <li>• Employees have gas heating.</li> <li>• Employees are on renewable energy tariffs at home.</li> </ul> <p>To support engagement with the above part of the Green Team's initiatives should be driving wider employee engagement with the company's sustainability journey. This could include communicating the benefits of switching to a renewable home energy supplier.</p>	2025	Home Working
3	<p>Review our travel policy to encourage further sustainability and 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>The organisation's policy already encourages the use of public transport where feasible for all necessary journeys.</p> <p>Monitor and consider alternatives to air-based travel 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 &amp; wellbeing</li> <li>Cycling</li> <li>Public and shared transport</li> <li>Public and shared EV's and car sharing</li> <li>ICE vehicles and car sharing</li> <li>Air Travel</li> </ul> <p>Consider creative ways to engage and support workforce to influence change.</p> <p>Examples used in other organisations include setting an internal organisation carbon credit scheme (limit that to a number of tCO2e per year), extra holiday days for low emission travel choice,</p>	2025	Business Travel, Commuting

	subsidised travel, equal mileage payments for diesel/petrol/EVs/cycling.		
4	Review and enhance/improve existing company EV leasing scheme for employees in line with a review of the employee benefits system.	April 2025	Business Travel, Commuting

Based upon the above completed and planned initiatives, it is projected that (as a minimum) measured scope 3 emissions will decrease from the baseline measurement of 212.861 tCO<sub>2</sub>e to 123.459 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 Skills for Care's Executive Team.

### **Signed on behalf of Skills for Care:**



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Name: Tristram Gardner

Position: Deputy CEO

Date: 12 December 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>