

# Carbon Reduction Plan

Supplier name: Pinnegar Hayward Design Limited

Publication date: 11/11/2022

## Commitment to achieving Net Zero

Pinnegar Hayward Design Limited is committed to achieving Net Zero emissions by 2050

## 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: 2021	
<b>Additional Details relating to the Baseline Emissions calculations.</b>	
This is the second time we have reported our carbon footprint so this calculation reflects changes since our baseline. It is based on our financial accounting year of April-March.	
Our Baseline calculation includes: <ul style="list-style-type: none"><li>• Scope 1: Direct Emissions</li><li>• Scope 2: Indirect Emissions</li><li>• Scope 3 Categories: 1: Purchased goods and services: 2: Capital goods: 3: Fuel and energy related activities: 6: Business travel/Hotel stays: 7: Employee commuting/Teleworking:</li></ul>	
Our Baseline deviates from the requirements under PPN 06/21 as follows: <ul style="list-style-type: none"><li>• Scope 3: Category 4: Upstream transportation &amp; distribution: is not included as Spend from posting items. Scope 3: Category 5: Waste generated in operations: is not included as these are negligible. Scope 3: Category 9: Downstream transportation &amp; distribution: is not included as No transportation paid for by customers.</li><li>• Scope 3: Category 1: Purchased goods and services: is included as Prof Services, Insurance, IT, Website, Cloud storage. Scope 3: Category 2: Capital goods: is included as Alterations to office for Covid reasons. Scope 3: Category 3: Fuel and energy related activities: is included as Well to tank transmission losses.</li></ul>	
<b>Baseline year emissions:</b>	
EMISSIONS	TOTAL (tCO <sub>2</sub> e)
Scope 1	3.1 tCO <sub>2</sub> e
Scope 2	0.1 tCO <sub>2</sub> e
Scope 3 <small>(Included sources as detailed above)</small>	60 tCO <sub>2</sub> e
<b>Total Emissions</b>	<b>63.2 tCO<sub>2</sub>e</b>

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## Current Emissions Reporting

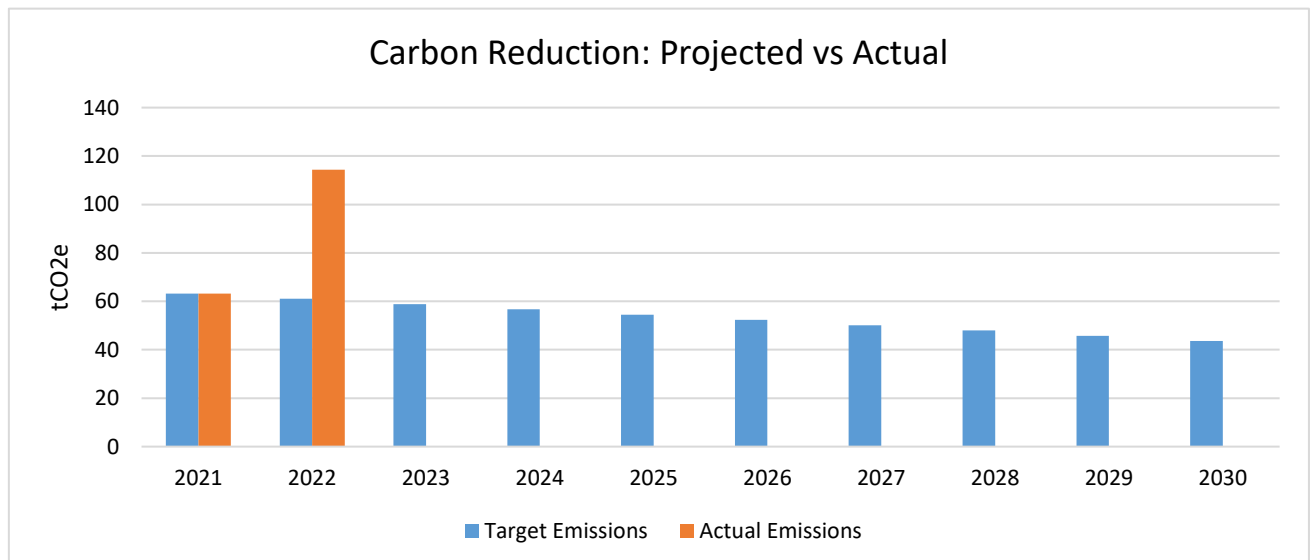
Reporting Year: Apr 2021 to Mar 2022	
EMISSIONS	TOTAL (tCO <sub>2</sub> e)
Scope 1	0.4 tCO <sub>2</sub> e
Scope 2	0.2 tCO <sub>2</sub> e
Scope 3 (included sources as detailed above)	113.8 tCO <sub>2</sub> e
<b>Total Emissions</b>	<b>114.3 tCO<sub>2</sub>e</b>

## 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 52.3 tCO<sub>2</sub>e by 2026. This is a reduction of 17.2 %

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



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## Carbon Reduction Projects

### Completed Carbon Reduction Initiatives

The following environmental management measures and projects have been completed or implemented since the baseline and the measures will be in effect when performing the contract.

- Reduce office thermostat by 1 degree
- Investigate more solar power, PIR sensors & turn off computers
- Delete/archive email/files, investigate renewable electricity for website
- EV's, install charging point, more virtual meetings & public transport use
- Encourage public transport use & hybrid working pattern (3 days office, 2 home)
- Top 5 suppliers to disclose carbon emissions

### Future Carbon Reduction Initiatives

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

- Switch to PIR office lighting
- Reduce Scope 2 emissions by switching to dialling in from home but turning off office computers
- Reduce Kg CO2e emissions from IT storage by deleting, archiving emails & files by 7% year on year
- Remove website hosting emissions by switching to renewable electricity for website hosting
- Provide support option for employees to buy EV's
- Top 5 suppliers to disclose carbon emissions

## 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) Standard.

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:**

Simon Wills, Director

Date: .....