



# Carbon Reduction Plan

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Althaus digital is committed to achieving Net Zero emissions by 2025.

## 1. 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.

## 2. Baseline Year: 2021

Additional Details relating to the Baseline Emissions calculations.

Baseline emissions have been calculated in conjunction with Carbon Footprint & DODO Software, which provides emissions by Scope 1, Scope 2 and Scope 3 categorisation. This is a new initiative by althaus digital and therefore the baseline has been calculated for the last full year (2022). We have measured our Scope 1 and Scope 2 emissions, whilst also including our Scope 3 and all supply chain emissions.

## 3. Methodology:

We used a spend based approach to determine our supply chain emissions. We are a fully digital company and use this approach to measure all emissions from travel, meals software, marketing and services that we have purchased. Using national average figures we have also estimated our emissions from Employees through commuting and working from home.

## 4. Notes:

The Baseline Emissions Footprint for Althaus Digital was created during the COVID-19 pandemic. It is likely that the relevant UK lockdown and travel restrictions affecting this measurement as:

- Whilst we utilise a hybrid work model as standard, all staff were mainly working from home for large periods of the year.
- We attended very few networking or promotional events and the vast majority of our activity (meetings, interviews and mentor reviews) was conducted online.

As a result of this, emissions generated by home working were considered during the calculations. National averages were used as a benchmark in making this calculation.

It should also be noted that althaus digital is a rapidly growing business. There is a projected headcount growth anticipated in the next 3 years of reaching approximately 200 members of staff. Therefore, an intensity factor per staff member will be key to monitor. projected

## 5. Baseline year emissions:

EMISSIONS TOTAL	(tCO <sub>2</sub> e)
Scope 1	2.6 tonnes
Scope 2	20.5 tonnes
Scope 3 (included sources)	36.1 tonnes

Using an online sustainability calculation platform, we used the spend based method to calculate our emissions for:

- Business travel
- Waste generated.
- Purchased goods and services across our supply chain.

We also used national average figures and DEFRA conversion factors to measure employee commuting and working from home emissions.

We are a fully digital service so other categories have no emissions associated.

Total Emissions 59.2 tonnes (giving an intensity factor of 1.44 tonnes /employee)

## 6. Current Emissions Reporting

Reporting Year: N/A - baselining completed as of 31st December 2022

EMISSIONS TOTAL (tCO<sub>2</sub>e)

Scope 1 N/A

Scope 2 N/A

Scope 3 (Included Sources) N/A

Total Emissions N/A

Emissions reduction targets

Being a fully digital company, founded under 3 years ago with sustainability and environmental friendliness a key priority, our aim is to be carbon natural in the next 2 years.

To progress towards achieving Net Zero we are ensuring that we:

- Continue to practice a low carbon producing ways of working
- Actively promote carbon reduction initiatives
- Actively fund broader carbon offsetting initiatives

Our baseline has set a carbon intensity factor of 1.44 tonnes per employee. This allows us to track our reduction initiatives over time as our company grows.

Our targets are broken down as follows:

- We are aiming to reduce our carbon emissions through carbon reduction initiatives by 36.1 tCO<sub>2</sub>e by 2025. This is a reduction of 39%.
- We are aiming to offset our remaining carbon emissions through funding carbon offsetting initiatives to achieve Net Zero by 2025.

## 7. Carbon Reduction Projects

Althaus digital has established or is in the process of establishing the following Carbon Reduction and Carbon Offsetting Projects:

## Existing Carbon Reduction Initiatives

- althaus digital has been designed and developed to conduct as much of its business (including teaching, training and mentoring) remotely online. We carefully consider which client meetings are best conducted face to face and what can be done remotely to reduce unnecessary travel to client locations. We share this practice and encourage this initiative with our learners and clients to show that we are serious about promoting positive climate change and keep unnecessary commuting to a minimum.
- We actively encourage a hybrid working model where all staff are expected to work from home (and therefore not commute) at least 40% of the week.
- We are committed to having as little 'physical presence' as possible, therefore reducing our heating and powering emissions
- We are a certified 'Paperless office status' and are committed to using as little paper as possible.
- Company mobile phones and laptops are replaced a minimum of every three years and will not be upgraded automatically; there must be evidence of a performance requirement that is not being met. Old phones and laptops will be donated to charity for re-use or available for our employees to purchase.
- Our business utilises Google products e.g. G-Suite, G-cloud etc. with Google using 100% renewable energy.

### **8. Future potential Carbon Reduction Initiatives for 2024/2025**

- We do not currently have any company vehicles, however if we do have the need for these in the future we will ensure that we utilise fully electric vehicles.
- Likewise, any company car salary sacrifice scheme we introduce will promote the use of electric cars.
- We are in the process of looking at further carbon reduction actions, for example ensuring no single-use plastics in our offices.

### **9. Existing Carbon Offsetting Initiatives**

- We are introducing a tree planting scheme - we have committed to fund an initiative to plant 1 tree each year to celebrate each employee's work anniversary (starting from March 2022).

### **10. Future potential Carbon Offsetting Initiatives for 2024/2025**

- A number of third parties offer the ability to sign up to carbon offsetting initiatives. We are investigating which scheme we would like to invest in for this.

### **11. 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.

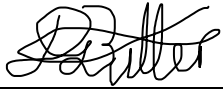
Emissions have been reported and recorded in accordance with the published reporting standard for Carbon Reduction Plans and the GHG Reporting Protocol corporate standard and uses the appropriate Government emission conversion factors for greenhouse gas company reporting.

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<sup>3</sup>

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This Carbon Reduction Plan has been reviewed and signed off by the board of director.

## Policy Management

Policy Name	Carbon Reduction Plan			Policy no.	306
Effective Date	24.02.2022	Owner	Pete Buller	Version no.	3
Date of revision	09.04.2024	Revised by	Lisa Simpson		
Signed off			Name / Role	Pete Buller / CEO	
Date Review Due:	09.04.2025				

Version History				
Version	Approved by	Revision Date	Description of change	Author
2	Pete Buller	28.02.2023	Rebranded	L Simpson
3	Pete Buller	09.04.2024	Updated future dates	L Simpson