



# Carbon Reduction Plan for Audioserv

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# Our Commitment.

Audioserv is committed to achieving Net Zero emissions by 2030.

## 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 limit global temperature increases to 1.5°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 CO<sub>2</sub>e 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 25% from our baseline year by 2025.

*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 January 2021 –December 2021.

Baseline Year: 2021	
<p><i>We have adjusted our baseline year to include Well-To-Tank emissions for all relevant categories as this gives a more accurate representation of our Scope 3 emissions.</i></p> <p><b>What has been included in the carbon footprint?</b></p> <p>All Scope 1 &amp; 2 emissions have been measured, plus the following Scope 3 Emissions:</p> <ul style="list-style-type: none"> <li>● Purchased Goods &amp; Services</li> <li>● Capital Goods</li> <li>● Fuel &amp; Energy and Well-To-Tank Related Services</li> <li>● Business Travel</li> <li>● Transportation &amp; Distribution (Downstream)</li> <li>● Transportation &amp; Distribution (Upstream)</li> <li>● Employee Commuting &amp; Home Working</li> <li>● Operational Waste &amp; Water</li> </ul>	
EMISSIONS	TOTAL (tonnes CO <sub>2</sub> e)
Scope 1	3.053
Scope 2*	1.074
Scope 3	125.502
Total Emissions*	Market-based: 129.629

\*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: 2021	CARBON INTENSITY METRIC (tonnes CO <sub>2</sub> e / unit)
Employees	18.518

Based upon 7 employees during the measurement period. We are using market-based emissions to calculate our intensity metrics.



## Current Emissions Reporting

Current Reporting Year: 2022	
<p><b>Has anything different been measured compared to the baseline year?</b> The reporting boundary has remained consistent.</p>	
EMISSIONS	TOTAL (tonnes CO <sub>2</sub> e)
Scope 1	6.964
Scope 2*	Market-based: 0.721 Location-based: 4.721
Scope 3	96.371
Total Emissions*	Market-based: 104.056 Location-based: 108.056

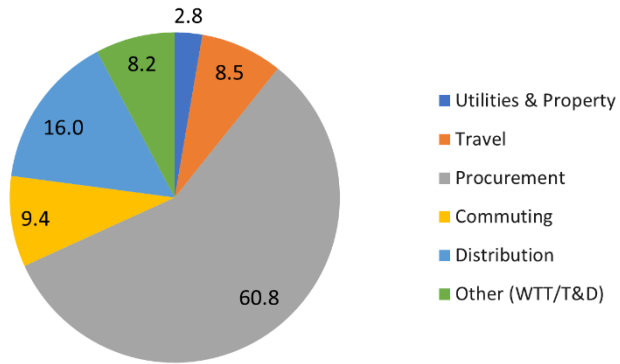
## Carbon Intensity Metrics

Baseline year: 2021-2022	CARBON INTENSITY METRIC (tonnes CO <sub>2</sub> e / unit)
Employees	14.865

Based upon 7 employees during the measurement period. We are using market-based emissions to calculate our intensity metrics.



Emissions by Category 2022 (tCO2e)





# Carbon Reduction.

## Our Net Zero targets

Audioserv is committed to achieving Net Zero by 2030. 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 CO<sub>2</sub>e per employee, whichever comes soonest.

To keep ourselves on track to achieve our Net Zero target we have set the following reduction goals:

- Reduce our Scope 1 & 2 emissions to zero by 2030.
- Reduce our Scope 3 emissions by 25% from our baseline year by 2025.

## Progress

EMISSIONS	TOTAL CARBON FOOTPRINT (tonnes CO <sub>2</sub> e)		% CHANGE
	Baseline year: 2021	Current year: 2022	
Scope 1	3.053	6.964	+128.10
Scope 2	1.074	0.721	-32.87
Scope 3	125.502	96.371	-23.21
Total emissions	129.629	104.056	-19.73

EMISSIONS	CARBON INTENSITY METRIC (tonnes CO <sub>2</sub> e / unit)		% CHANGE
	Baseline year: 2021	Current year: 2022	
Employees	18.518	14.865	-19.727

We are on track to achieve our near-term Scope 3 target and will therefore continue to accelerate our progress. Our Scope 1 and 2 target remains achievable as we work towards procuring 100% renewable energy and transitioning toward an electric fleet.



### 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. Appointed Positive Planet to support with calculating baseline carbon footprint and reduction recommendations.	2022	1, 2, 3
Added sustainability criteria into the procurement process, preferring to use UK manufacturers and suppliers where possible.	2022	3
Switched to a 100% renewable tariff to eliminate future Scope 2 market-based emissions.	2022	2
ISO 9001 or similar certification.	2022	1, 2, 3





### Future Carbon Reduction Plans

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

Activity No.	Activity	Target Date	Category
1	<p>Total location-based electricity emissions (National Grid energy mix) are still 4.721 tCO<sub>2</sub>e so there is an opportunity to reduce energy use.</p> <p>Ask the landlord to consider low-cost options to improve building efficiency such as adding heat &amp; solar control reflective window sheets.</p> <p>Consider asking if they are planning for larger cost activities where appropriate, these could include retrofitting or building windows or insulation.</p> <p>We will implement 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. Upon creation we will assign roles and responsibilities to Green Team members.</p> <p>High-level monitoring of energy use is key to understanding further pinch points.</p>	Ongoing	Purchased Electricity
2	<p>To further reduce Location-based emissions we will explore the implementation of energy efficiency measures and optimisation of operational procedure. We will also explore the viability of implementing energy management systems (such as ISO 14001).</p> <p>Examples of reduction measures include upgrading lighting, introducing more sensor lighting, installing timers on sockets/equipment. Also 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).</p> <p>Invite colleagues from across the business to openly explore challenges and barriers to collaboratively find solutions for reduction.</p>	Ongoing	Purchased Electricity
3	<p>Consider installing on-site renewables at new warehouse to eliminate Location-based emissions.</p>	2030	Purchased Electricity
4	<p>We will continue to explore the viability of a transition to an electric fleet, gradually implementing this change over time to ultimately switch to a predominantly or entirely electric fleet. The transition to a fully electric fleet may be supported by low-emissions vehicles such as hybrids where long journeys by entirely electric vehicles are not currently viable.</p>	2030	Mobile Combustion



	There is also scope to procure hydrogen fuelled vehicles for larger transport needs.		
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Based upon the above completed and planned initiatives, it is projected that Scope 1 & 2 carbon emissions will decrease to **0 tCO<sub>2</sub>e by 2030**.

### Scope 3 Activities

Activity No.	Activity	Target Date	Category
1	Create a Green Team to lead initiatives. This team should be 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.	2023	All
2	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.	2023	Commuting & Home Working, Business Travel
3	<p>Further develop the 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 measurement &amp; encourage supply chain integration towards Net Zero.</p> <p>Complete this audit within Two Phases –</p> <ol style="list-style-type: none"> <li>1. Identify suppliers for engagement.</li> <li>2. Formulate and collect data (survey/scoring)</li> </ol> <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>	2024 - 2027	Purchased Goods & Services



4	<p><i>Improve data collection for distribution categories by obtaining weights of packages – this will result in a drop in emissions as we currently measure distances travelled by courier vehicles without accounting for package weights.</i></p> <p>Review logistics partners/couriers and utilise the above Sustainable Procurement Policy. Work with providers to gather improved data or their direct emissions data, and/or switch to lower-carbon providers.</p> <p>Prioritise purchasing in person from local stores or opting for local suppliers to limit delivery mileage.</p>	2024 - 2027	Upstream Distribution, Downstream Distribution
5	<p>Develop and implement a Sustainable Travel Policy to communicate the 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>Monitor and consider alternatives to air-based travel as a priority 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 the workforce to influence change.</p> <p>Examples include setting an internal organisation carbon credit scheme (limit that to a number of tCO<sub>2</sub>e per year), extra holiday days for low emission travel choice, bonuses, subsidised travel, equal mileage payments for diesel/petrol/EVs/cycling.</p>	2024	Business Travel Commuting

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 2 years from the baseline measurement (minus capital goods) of 58.5 tCO<sub>2</sub>e to 43.875 tCO<sub>2</sub>e by 2025. This is a reduction of 25% and will keep us on track to Net Zero.

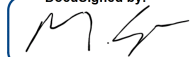


# Declaration and Sign Off.

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>.

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

## Signed on behalf of Audioserv:

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Name: Marianne Springham

Position: Director

Date: 10/4/2023

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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>