

Carbon Reduction Plan

Supplier name: Network Utilities (Systems) Ltd - Baseline Publication date: 11th January 2023

Network Utilities (Systems) Ltd 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: 1st of April 2021 to 31st March 2022	
This was the first Carbon Reduction Plan for the company and is based on Operational Control methodologies	
Additional Details relating to the Baseline Emissions calculations.	
There was no previous Carbon Reduction Plan reporting due to company restructure and introduction to CCS Frameworks in June 2021.	
Baseline year emissions: 1st April 2021 to 31st March 2022	
EMISSIONS	
Scope 1	<p>Company Vehicle</p> <p>2 identical company vehicles – diesel – total miles driven between the 1st of April 2021 and the 31st of March 2022 = 9826.79 miles x 0.91652 = 9006.44 KWh</p> <p>These company cars were allocated to 2 individual engineers and only used for customer site visits for technical support and installation of hardware. During 2021/22 these visits were reduced due to Covid restrictions.</p> <p>The calculations are based on the UK Government GHG Conversion Factors for Lower medium SECR kWh pass & Del Vhs conversion factor from 2021 using a factor of 0.91652</p> <p>7.74 tonnes Co2e</p>
Scope 2	<p>Electricity</p> <p>Electricity used in the office (144 m2) between the 1st of April 2021 and the 31st of March 2022 – 120,047 kwh</p> <p>Electricity used by staff working from home between the 1st of April 2021 and the 31st of March 2022 – 36,000 kwh</p> <p>Total electricity used = 156,047 KWh x 0.21233 kg CO2e = 33,133.45 / 1000 = 33.13</p>

	<p>The calculations are based on the UK Government GHG Conversion Factors for Company Reporting for UK Electricity 2021 of 0.21233 kg CO2e.</p> <p>The company put in place hybrid working allowing the staff to continue to work from home between April 2021 and March 2022 following the Covid restrictions of the previous year.</p> <p>Total – 33.13 tonnes Co2e</p>
<p>Scope 3 (Included Sources)</p>	<p>4. Upstream transportation & distribution – The data was not measured between the 1st of April 2021 and the 31st of March 2022 as the company did not have access to the transportation & distribution information from the vendors in order to provide the required details. Requests have since been submitted to the relevant vendors and Network Utilities hopes to provide measured Upstream data by the 2025 report.</p> <p>5. Waste generated in operations – Zero. The company is an office and does not manufacture any goods. The only waste generated is general day-to-day waste which is recycled and disposed of through regular council collection.</p> <p>All IT disposal is carried out by a WEEE/GDPR/ISO registered company.</p> <p>6. Business Travel – Total 0.82 tonnes CO2e</p> <p>Business travel consists of the following between the 1st of April 2021 and the 31st of March 2022.</p> <p>Business travel Petrol car total miles – 1,093.42 miles x 0.28053 = 306.73 KG CO2e</p> <p>Business travel Diesel car total miles – 975 x 0.27108 = 264.30 KG CO2e</p> <p>Business travel Train total km – 2,867 x 0.03549 = 101.75 KG CO2e</p> <p>Business travel Flight – 1148 miles = 156 KG CO2e (data provided by EasyJet)</p> <p>Business Hotels – 1 night – 4 rooms = 0.04 KG CO2e (data provided by hotel footprint calculator)</p> <p>The calculations are based on the UK Government GHG Conversion Factors for Company Reporting for Business Travel Air & Land 202.</p> <p>7. Employee commuting – Total – 0.36 tonnes CO2e</p> <p>Total miles travelled by staff between home address and office between the 1st of April 2021 and the 31st of March 2022.</p> <p>1,286 (round trip) miles x 0.28053 = 360.76</p> <p>These calculations are based on the UK Government GHG Conversion Factors for Company Reporting for Business Travel – Land average petrol car 2021.</p> <p>8. Downstream transportation & distribution - The data was not measured between the 1st of April 2021 and the 31st of March 2022 as the company did not have access to the transportation & distribution information from the vendors in order to provide the required details. Requests have since been submitted to the relevant vendors and Network Utilities hopes to provide measured Downstream data by 2025.</p>
<p>2021-2022 Total Emissions</p>	<p>42.05 tonnes CO2e</p>

Current Emissions Reporting

<p>Reporting Year: 1st of April 2022 to 31st March 2023</p> <p>The following calculations for the 3 Scopes have been based on the following: UK Government GHG Conversion Factors for Company Reporting dated 2022 v.2</p>	
EMISSIONS	
Scope 1	<p>The company no longer owns any vehicles, these were sold on the 1st of May 2022. No milage was done between the 1st and the 30th of April 2022.</p> <p>TOTAL (tCO₂e) for scope 1 - Zero</p>
Scope 2	<p>Electricity used in the office (144 m2) between the 1st of April 2022 and the 31st of March 2023 – 118,709 KWH this is a reduction of 1,338 KWH over the reporting year.</p> <p>Total electricity used = 118,709 KWh x 0.19338 kg CO₂e = 22,955.94 / 1000 = 22.95</p> <p>The calculations are based on the UK Government GHG Conversion Factors for Company Reporting for UK Electricity 2022 of 0.19338 kg CO₂e.</p> <p>The company has hybrid working in place allowing the staff to work from home.</p> <p>Electricity Total – 22.95 tonnes CO₂e</p>
Scope 3 (Included Sources)	<p>4. Upstream transportation & distribution –The company has not had full access to transportation & distribution information from vendors in order to provide the required details. Network Utilities hopes to provide measured Upstream data by the 2025 report.</p> <p>5. Waste generated in operations – Zero. The company is an office and does not manufacture any goods. The only waste generated is general day-to-day waste which is recycled and disposed of through regular council collection.</p> <p>All IT disposal is carried out by a WEEE/GDPR/ISO registered company.</p>

6. Business Travel – Total 0.99 tonnes CO2e

Business travel consists of the following between the 1st of April 2022 and the 31st of March 2023.

Business travel Petrol car total miles – 2454 miles x 0.2762 = 677 KG CO2e / 1000 = **0.67 tonnes**

Business travel Diesel car total miles – 665 x 0. 0.23274 = 154 KG CO2e / 1000 = **0.15 tonnes**

Business travel Train total km – 3697 x 0.03549 = 131 KG CO2e / 1000 = **0.13 tonnes**

Business travel Flight – Zero for 2022 > 2023 reporting

Business Hotels – 3 different nights – 1 rooms = 34.5 KG CO2e / 1000 = **0.034 tonnes**

The calculations are based on the UK Government GHG Conversion Factors for Company Reporting for Business Travel Air & Land 2022.

7. Employee commuting – Total – 0.54 tonnes CO2e

Total miles travelled by staff between home address and office between the 1st of April 2022 and the 31st of March 2023.

Petrol – 632 miles x 0.2762 = 174.55 KG CO2e / 1000 = **0.17 tonnes**

Diesel – 162 miles x 0.23274 = 37.7 KG CO2e / 1000 = **0.37 tonnes**

These calculations are based on the UK Government GHG Conversion Factors for Company Reporting for Business Travel – Land average petrol car 2022.

8. Downstream transportation & distribution - The company has not had full access to transportation & distribution information from vendors in order to provide the required details. Network Utilities hopes to provide measured Upstream data by the 2025 report.

Transmission & Distribution (T&D) – UK Electricity – 2.09 tCO2e

Whilst reporting on T&D is voluntary, it is considered best practice for UK companies.

Total electricity used = 118,709 KWh x 0.01769 kg CO2e per unit = 2,099.96 / 1000 = **2.09 tonnes**

Home working – 7.93 tCO2e

This reporting has been based on FTE (full time equivalent) of working hours at home. The calculations were based on the number of hybrid employees working hours a week x 52 weeks a year, less their holidays and the statutory public and bank holidays. An average of 35% was then taken off for time in the office over the period of the year for company, vendor and customer meetings along with department training.

Office equipment – 11,668 h x 0.03168 = 369.636815 / 1000 = **0.36 tCO2e**

Heating - 11,668 h x 0.30907 = 3606.31589 / 1000 = **3.60 tCO2e**

Homeworking - 11,668 h x 0.34075 = 3975.952272 / 1000 = **3.97 tCO2e**

(Office equipment + heating)

2022 to 2023

Total Emissions

34.50 - tonnes CO2e

Emissions reduction targets

To progress in achieving Net Zero in line with Government objectives, the company is looking to adopt the following carbon reduction target. The company projects our total carbon emissions will decrease over the next five years to 30 tonnes CO₂e by 2027. This represents a reduction of around 15% since the baseline report was produced.

Carbon Reduction Projects now and in the future

Completed Carbon Reduction Initiatives

The following environmental management measures and projects were completed or implemented prior to the original 2021/22 baseline report.

- Installation of solar panels (Specialist for Grade II Listed Building) on the roof of the company building - 2019
- Automatic motion control LED ceiling lights in all office spaces – 2016
- Automatic/timed shutdown on all plug sockets ensuring monitors and laptops/PCs not left on overnight – 2016
- Upgraded cavity wall insulation installed during office refit - 2016

Over the past year the following has been completed or implemented.

- Installation of one EV charging point for staff and visitor cars
- 2 additional solar panels installed on the roof of the company building

Looking ahead the company has identified further projects and will be implementing these measures over the next 2/3 years. They are:

- Planning to install additional EV charging point/s for staff and visitor cars
- Replace office kitchen appliances with high star rating efficiency only
- Continue to reduce staff travel by encouraging the use of Zoom/Teams conferencing calling when acceptable to the customer
- Encourage staff to volunteer in local projects within their communities

The company is also keen to offset the carbon omissions it produces and will be looking to join with one of the many UK Carbon Offsetting Initiatives available within the next 12 months.

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 standard¹ and uses the appropriate Government emission conversion factors for greenhouse gas company reporting².

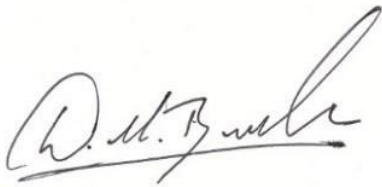
Scope 1 and Scope 2 emissions have been reported in accordance with SECR requirements, and the required subset of Scope 3 emissions have been reported in accordance with the published reporting standard for Carbon Reduction Plans and the Corporate Value Chain (Scope 3) Standard³.

This Carbon Reduction Plan has been reviewed and signed off by a member of the board of directors (or equivalent management body).

Signed on behalf of the Supplier: Network Utilities (Systems) Ltd

Name & position: Mr. David Bundock – Chief Operating Officer

Signature:

A handwritten signature in black ink, appearing to read 'D. Bundock', written over a horizontal line.

Date: 6th September 2023
