

Carbon Reduction Plan Template

Supplier name: **Fedcap Employment Limited**

Publication date: **22.06.2022**

Commitment to achieving Net Zero

Fedcap Employment 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: Financial Year 2022/2023	
Additional Details relating to the Baseline Emissions calculations.	
Fedcap Employment has selected Financial Year 2022/2023 as its emissions baseline and offers a relevant starting point for us to track progress against our emissions targets.	
Baseline year emissions:	
EMISSIONS	TOTAL (tCO₂e)
Scope 1	Excluded Explanation : It is our assessment that we make no scope 1 emissions. In our service delivery we do not make any direct greenhouse gas emissions
Scope 2	Office Electricity and gas – to be measured in financial year 2022/2023
Scope 3 (Included Sources)	(5) Waste generated in operations – to be measured in financial year 2022/2023

	<p>(6) Business travel including Business Milage – to be measured in financial year 2022/2023</p> <p>(7) Employee commuting – to be measured in financial year 2022/2023</p> <p>(4) Upstream transportation and distribution - to be measured in financial year 2022/2023</p> <p>(9) Downstream transportation and distribution are excluded - to be measured in financial year 2022/2023</p>
Total Emissions	To be reported for Financial year 2022/2023

Current Emissions Reporting

Reporting Year: FY 2022/2023.

Delivery contracts in scope for this assessment will include:

Department of Work and Pensions – Restart programme South Central

G4S - Restart programme North West

Seetec Plus - Working Health Programme

Shaw Trust - Job Entry Target Scheme (JETS)

Seetec - Job Entry Target Scheme (JETS)

Department of Work and Pensions – Intensive Personalised Employment Support (IPES)

Department of Work and Pensions – EM3

We have specifically selected our reporting period which is representative to our increased property portfolio. In addition, it will offer a true representative of our carbon emissions as previous years will have been significantly affected by Covid 19 and remote working requirements.

EMISSIONS	TOTAL (tCO₂e)
Scope 1	<p>Excluded</p> <p>Explanation : It is our assessment that we make no scope 1 emissions. In our service delivery we do not make any direct greenhouse gas emissions.</p>

Scope 2	Office Electricity & Gas – we will gather data from our utilities suppliers to calculate our electricity and gas emissions.
Scope 3 (Included Sources)	<p>(5) Waste generated in operations</p> <p>We will introduce recycling bins in all our offices and confidential waste bins. We will collate data from our offices to calculate our Waste generated emissions.</p> <p>(6) Business travel including Business Milage</p> <p>In January 2022 we implemented a travel management system. We will use the data gathered within the system to calculate our business travel emissions.</p> <p>(7) Employee commuting</p> <p>We will put in place a process to calculate our commuting emissions relating to our business. We will conduct an internal commuting survey asking all our people about their commute to work (the distance, mode of transport and frequency of commute). We will use the data gathered on the time and distance each employee travels as well as the mode of transport and calculate the carbon footprint associated with commuting per employee per year,</p> <p>(4) Upstream transportation and distribution and (9) Downstream transportation and distribution are excluded.</p> <p>Category (4) and (9) is not materially relevant to Fedcap as the business does not transport or distribute any significant goods or products to/from other parties. However, we will work with our supplies to gather reporting data to calculate any carbon footprint associated.</p>
Total Emissions	To be reported for Financial year 2022/2023

Emissions reduction targets

In order to continue our progress to achieving Net Zero, we have adopted the following carbon reduction targets.

- It is our intention to establish our baseline emission so we can agree a realistic carbon emission reduction in order to achieved Net Zero carbon emissions by 2050.
- Develop a full road map, targets and reporting measurements to cover the business's scope 1 & 2 emissions and the relevant scope 3 emissions.

Carbon Reduction Projects

Completed Carbon Reduction Initiatives

This is our first carbon reduction plan and in the future we hope to implement further measures such as:

- Promote and raise sustainability awareness amongst our people of the impact of their decisions on our journey to net zero through our Go Green campaigns
- Nominate Go Green Champions across the business
- Procure 100% renewable green energy for our offices (where possible)
- Reduce business travel through effective measurement and a sustainable travel policy
- Work with suppliers and partners to understand their approaches to carbon reduction and sustainability and encourage them to set their own sustainability and carbon reduction targets
- Introduce environmental management measures and systems to align with ISO4001
- Introduce reporting metrics to capture energy usage, travel Co2 emissions, recycling and waste
- Conduct an internal commuting survey asking all our people about their commute to work (the distance, mode of transport and frequency of commute)


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 the board of directors (or equivalent management body).

Signed on behalf of the Supplier



Brian Bell
Chief Executive Officer, Fedcap Employment Limited

Date: 1st June 2022

¹<https://ghgprotocol.org/corporate-standard>

²<https://www.gov.uk/government/collections/government-conversion-factors-for-company-reporting>

³<https://ghgprotocol.org/standards/scope-3-standard>