Carbon Reduction Plan Template

Supplier name: Community Ventures (Management) Limited

Publication date: Tuesday 8th February 2022

Commitment to achieving Net Zero

Community Ventures (Management) Ltd is committed to achieving Net Zero emissions by 2040

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: 2019
Additional Details relating to the Baseline Emissions calculations.
Community Ventures Ltd develops and manages health and social care facilities utilising a network of specialist support. Having recognised the climate emergency and our responsibility to achieve Net Zero, CVM have responded with this Carbon Reduction Plan that conforms to the requirements of the Procurement Policy Note PPN 06/21. The calculation of CVM's carbon footprint is in line with the Greenhouse Gas Protocol Corporate Accounting and Reporting Standard, which includes all measurable Scope 1 and Scope 2 emissions, as well as a subset of relevant Scope 3 emissions. CVM's carbon footprint accounts for carbon emissions over which CVM has operational control. The boundaries of Scope are defined in Table 1, accompanied by the calculated t.CO2e emitted during 2019 (the baseline year). In addition to the mandatory reporting Scope 3 categories, CVM have voluntarily monitored the employee working from home carbon emissions and commuting mileage. CVM have recognised the changes to working from home patterns since 2019 as a result of COVID-19 and have responded by producing an estimated t.CO2e per employee per year. Having collated annual electricity and gas (kWh) usage from employee utility bills for 2019 and requesting the percentage of space within employees' homes used for working, the relevant proportion of energy use was calculated. The average impact (carbon footprint) of a CVM colleague working from home for 1 day per week during 2019 was 0.09 t.CO2e. Multiplied up for all colleagues working 1 day a week from home in 2019 produces an impact of 1.86 t.CO2e.

Baseline year emissions:	
EMISSIONS	**TOTAL (tCO_2e)**
Scope 1	**1.7**
Scope 2	**4.3**
Scope 3 (Included Sources)	**50.3**
Total Emissions	**56.3**

Current Emissions Reporting

Reporting Year: 2021	
EMISSIONS	**TOTAL (tCO_2e)**
Scope 1	**0.6**
Scope 2	**2.5**
Scope 3 (Included Sources)	**25.5**
Total Emissions	**28.6**

Community Ventures (Management) Limited (CVM) is committed to achieve Net Zero by 2040

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The average impact (carbon footprint) of a CVM colleague working from home for 1 day per week during 2019 was 0.09 t.CO2e. Multiplied up for all colleagues working 1 day a week from home in 2019 produces an impact of 1.86 t.CO2e.

Note: The majority of reported tariffs were either standard grid mix or a blend of renewable and non-renewable sources. As such the standard UK electricity conversion factor has been applied to all data. On the rare occasions where employees couldn't source 2019 kWh utility bills, data from 2020 has been used.

Table 1: CVM Scope and carbon emissions

Scope	Definition	Description of source	Methodology (2019)	Emissions (t.CO2e) baseline year 2019	Methodology (2021) CVM's Reporting year was impacted by COVID-19 and is reflected in changes in business patterns.	Emissions (t.CO2e) reporting year 2021
1	Direct emissions from owned or controlled sources.	CVM have two offices based in in Stockton and Leeds. The Stockton office is the only premises which consumes gas.	This carbon footprint has been derived from the total gas consumption by CVM's Stockton office for 2019. A conversion factor obtained from the Government website (BEIS) has been applied to calculate CO2e.	Stockton: 1.7 t.CO2e	This carbon footprint has been derived from the total gas consumption by CVM's Stockton office for 2021. A conversion factor obtained from the Government website (BEIS) has been applied to calculate CO2e.	Stockton: 0.6 t.CO2e
1	**Total Scope 1 emissions**			**1.7 t.CO2e**		**0.6 t.CO2e**
2	Indirect emissions from the generation of purchased electricity, steam, heating and cooling.	Electricity consumption in both of CVM's offices.	This carbon footprint has been derived from the total electricity consumption by each of CVM's offices for 2019.	Leeds: 3.2 t.CO2e Stockton: 1.1 t.CO2e	This carbon footprint has been derived from the total electricity consumption by each of CVM's offices for 2021.	Leeds: 2.3 t.CO2e Stockton: 0.2 t.CO2e

			A conversion factor obtained from the Government website (BEIS) has been applied to calculate CO2e. *Note: The annual kWh usage for the Stockton and Leeds offices has been calculated from the average monthly consumption.*		A conversion factor obtained from the Government website (BEIS) has been applied to calculate CO2e. *Note: In both offices there were data gaps for one month's kWh consumption, therefore the average kWh was calculated and used to fill in this data gap.*	
2	**Total Scope 2 emissions**			**4.3 t.CO2e**		**2.5 t.CO2e**
3	Other indirect emissions as a consequence of actions that occur at sources not owned or controlled by CVM and are not classed at scope 2 emissions	Water Consumption in both of CVM's offices.	This carbon footprint has been calculated from the water utility bills provided by CVM. A conversion factor obtained from the Government website (BEIS) has been applied to calculate CO2e. *Water consumption (m^3) for the Stockton office has been calculated on quarterly estimates, rather than actual meter readings.*	Leeds: 0.02 t.CO2e Stockton: 0.004 t.CO2e	This carbon footprint has been calculated from the water utility bills provided by CVM, although data accuracy may have been impacted by a credit note and a change of supplier to the Leeds office. A conversion factor obtained from the Government website (BEIS) has been applied to calculate CO2e.	Leeds: 0.003 t.CO2e Stockton: 0.002 t.CO2e

3		Water treatment	Not captured during the baseline year.	n/a	This carbon footprint has been derived from the volume of wastewater collected for treatment. Both of CVM's water providers estimate this volume under the assumption 95% of water consumed is released as wastewater. A conversion factor obtained from the Government website (BEIS) has been applied to calculate CO2e.	Leeds: 0.005 t.CO2e Stockton: 0.004 t.C02e
3		**Category 1:** Purchased goods and services	Office consumables *Note: This carbon figure is based on an estimate for office consumables, however no printing data is available.*	Office consumables: 0.3 t.CO2e	Office consumables *This is a combination of office consumable and reported printing figures. The printing figure has been calculated using the assumption 5g of CO2e is produced printing 1 single sheet of paper and assuming inkjet printer is used.*	Office consumables: 0.3 t.CO2e Printing Leeds: 0.2 t.CO2e Printing Stockton: 0.06 t.CO2e

3		**Category 6**: Business mileage, defined as emissions from business travel which may arise in employee-owned vehicles.	This carbon footprint has been derived from staff mileage between offices and other locations in employee-owned cars. No rail or air travel was reported for this period. Applying the distance-based method and assuming an average size car, the t.CO2e has been calculated by the annual distance travelled by each diesel or petrol car. *Note: no other fuel-type cars were owned by CVM employees*	Applying the distance-based method 2019 baseline year: 16.8 t. CO2e	This carbon footprint has been derived from staff mileage between offices and other locations in employee-owned cars. No rail or air travel was reported for this period. Applying the distance-based method the t.CO2e has been calculated by the annual distance travelled and the appropriate conversion factor. More detailed information was available for the reporting year (including engine capacity and fuel type for each employee vehicle) and has allowed for a more accurate carbon calculation.	Applying the distance-based method: 6.4 t.CO2e
3		**Category 7**: Employee commute, defined as the emissions from transportation of employees between their homes and worksites.	This carbon footprint has been derived from staff mileage between their home base and work sites for the year 2019. Applying the distance-based method and assuming an	Applying the distance-based method	This carbon footprint has been derived from staff mileage between their home base and office for the year 2021. Applying the distance-based method the t.CO2e has been	Applying the distance-based method: 18.5 t.CO2e

			average size car, the t.CO2e has been calculated by the annual distance travelled by each diesel or petrol car. *Note: the annual mileage commute per staff member was calculated from their weekly commute mileage and the assumption of 40 working weeks in 2019.*	2019 baseline year: 33.2 t. CO2e	calculated by the annual distance travelled and the appropriate conversion factor. More detailed information was available for the reporting year (including engine capacity and fuel type for each employee vehicle) and has allowed for a more accurate carbon calculation.	
3	**Total Scope 3 emissions**			**50.3 t.CO2e**		**25.5 t.CO2e**
	Grand total			**56.3 t.CO2e**		**28.6 t.CO2e**