

# CARBON REDUCTION PLAN

FOR



Prepared by:



# ABtec Computer Solutions Carbon Emissions Report

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# ABtec Computer Solutions Carbon Emissions Report

## 1 Net Zero Commitment

**ABtec Computer Solutions** recognises the importance of making a full and lasting commitment to reducing the greenhouse gas emissions from our activities, in support of the wider commitment of the world to limit global temperature increases and the impact on the planet.

We commit to the following:

1. For our company to achieve Net Zero in line with the Science Based targets set out by the UNFCCC i.e., to achieve Net Zero no later than 2050 and target a 50% reduction in emissions by 2030.
2. To set realistic short- and long-term targets that are designed to achieve our Net Zero commitments.
3. To report the total Greenhouse Gas emissions of our business, at a minimum, on an annual basis.

	Year
<b>Commitment to be Net Zero</b>	<b>2050</b>
<b>50% Emissions Reduction</b>	<b>2030</b>

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## 2 Background Information

### 2.1 Company

**ABtec Computer Solutions** is a Limited Company registered in England and Wales, company number 04368980, with a head office address of Unit 8, Armstrong Point, Swan Lane, Wigan, Lancashire, WN2 4AU.

**ABtec Computer Solutions** have provided market leading IT support services since 1995.

ABtec are here to provide market leading IT support services, and have been doing since 1995. It's what we do and it's what we do well. Using the wonderful people around us, we provide local IT support, Hosted Telephony Support and Cyber Security Solutions to clients around the North West of England and beyond, but it's how we deliver it that is most important.

We have the highest levels of technical expertise and accreditations to resolve your issues, but having a genuine passion for understanding your organisation, its goals and challenges, makes us always go the extra mile to ensure your IT success. We don't just fix your problems, we find ways to improve your systems and positively impact your team and business.

Whether you have no in-house IT support, or you are an IT Manager looking for additional help, we will build a service that meets your specific needs and priorities. We provide you with the advice and guidance that you need to take advantage of ever evolving technology, and provide you with a Roadmap for the future.

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## 2.2 General Data

Reporting Period	Benchmark Period January 2022 – December 2022	Current Period January 2023 – December 2023
Industry	IT	IT
No. of Staff	19	19
No. of Offices Owned	0	0
No. of Offices Leased	1	1
No. of Company Vehicles - Owned	0	0
No. of Company Vehicles - Leased	0	5

## 2.3 Current Reporting Period

January 2023 – December 2023

## 2.4 Organisational Boundary

There are 3 different approaches to measuring emissions, as defined by the GHG Protocol. This report has been constructed using the Operational Control Approach, considering the requirements of each potential approach.

Approach	Description	Approach Taken
Operational Control	The organisation has operational control over an operation if it or one of its subsidiaries has the full authority to introduce and implement its operating policies at the operation.	✓
Financial Control	The organisation has financial control over the operation if it has the ability to direct the financial and operating policies of the organisation with a view to gaining economic benefits from its activities.	
Equity Share	The organisation accounts for GHG emissions from operations according to its share of equity in the operation.	

## 2.5 Benchmark Year

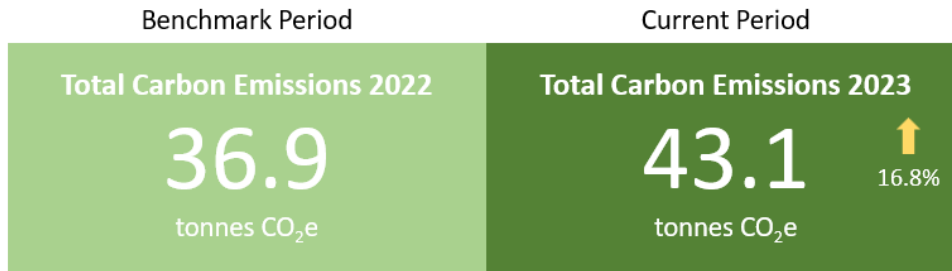
The organisation's benchmark year is from **January 2022 – December 2022**. This is the second year that the organisation has measured and reported on its carbon emissions.

## 2.6 Methodologies Used

Throughout this report all methodologies used are explained within the relevant sections.

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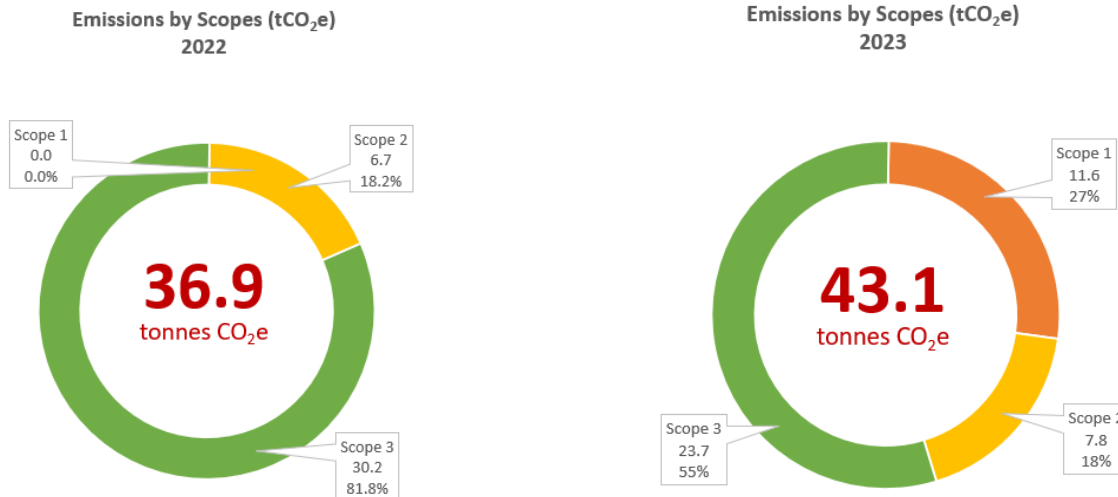
## 3 Carbon Emissions Overview



The total calculated emissions for the business for the period 2023 are 43.1 tCO<sub>2</sub>e, an increase of 17% from the baseline year.

The Company will aim to measure an increasing amount of Scope 3 emissions and is committed to reducing their emissions across all scopes.

## 4 Analysis by Scope

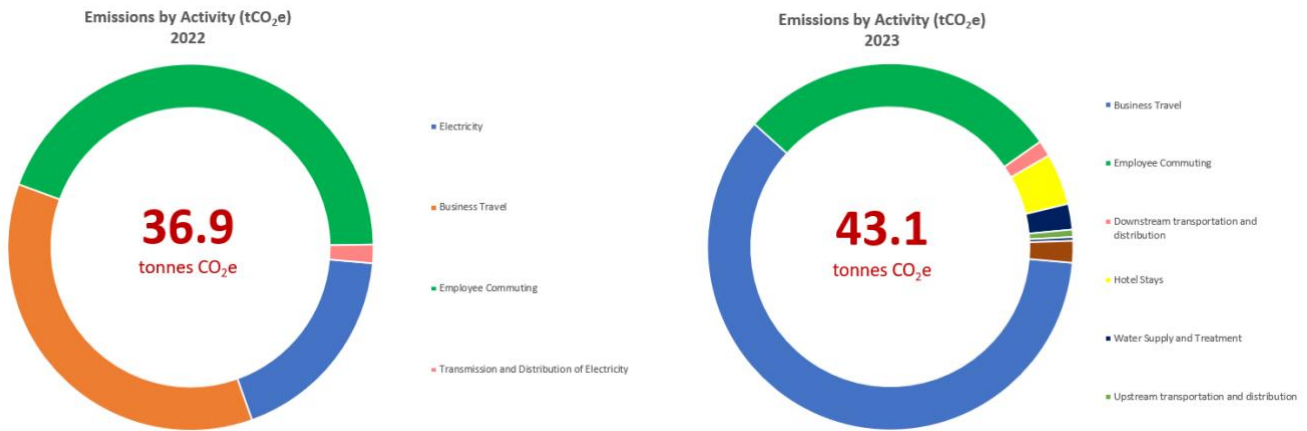


Scope	Description	tCO <sub>2</sub> e	%
Scope 1	Scope 1 emissions include fuel used in company vehicles. The company does not use any fuel for heating their company office.	11.6	27%
Scope 2	Scope 2 emissions include electricity used in the company office.	7.8	18%
Scope 3	Scope 3 emissions includes: <ul style="list-style-type: none"> <li>Business Travel</li> <li>Employee Commuting</li> <li>Upstream transportation and distribution</li> <li>Downstream transportation and distribution</li> <li>Hotel Stays</li> <li>Water Supply and Treatment</li> <li>Purchased Goods (Rented Office – which includes charges for disposal of office waste).</li> </ul>	23.7	55%
<b>TOTAL</b>		<b>43.1</b>	<b>100%</b>

Reported Scope 3 emissions will increase in future years as data and information becomes available.

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## 5 Emissions by Activity




Data Details		2022	2023		
	Scope	t CO <sub>2</sub> e	t CO <sub>2</sub> e	Data Source	Data Confidence
<b>Energy</b>					
Gas	1	0.0	0.0	Gas Bills	High
Electricity	2	6.7	7.8	Electricity Bills	High
<b>Business Travel</b>					
Car - Diesel	3	2.4	7.8	Employee Survey	High
Car - Hybrid	3	3.0	0.0	Employee Survey	High
Car - Petrol	3	7.9	13.5	Employee Survey	High
<b>Employee Commuting</b>					
Car - Diesel	3	2.0	2.8	Company Records	High
Car - Hybrid	3	1.8	0.0	Company Records	High
Car - Petrol	3	12.5	7.3	Company Records	High
<b>Other Scope 3 Measures</b>					
Downstream transportation and distribution	3	0.0	0.5	Courier Bills	Medium
Hotel Stays	3	0.0	1.6	Company Records	Medium
Transmission and Distribution of Electricity	3	0.6	0.7	Electricity Bills	Medium
Water Supply and Treatment	3	0.0	0.8	Water Bills	Medium
Office Rent	3	0.0	0.1	Landlord bills	Medium
Upstream transportation and distribution	3	0.0	0.2	Supplier bills	Medium
<b>TOTAL</b>		<b>36.9</b>	<b>43.1</b>		

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## 6 Intensity Metric Analysis

Intensity metrics help normalise emissions data, taking into account variations in production levels or activity volumes. This allows for a more accurate assessment of emission trends over time, regardless of changes in business operations. The initial intensity metrics for the company are below and will be used for comparative purposes in following years.

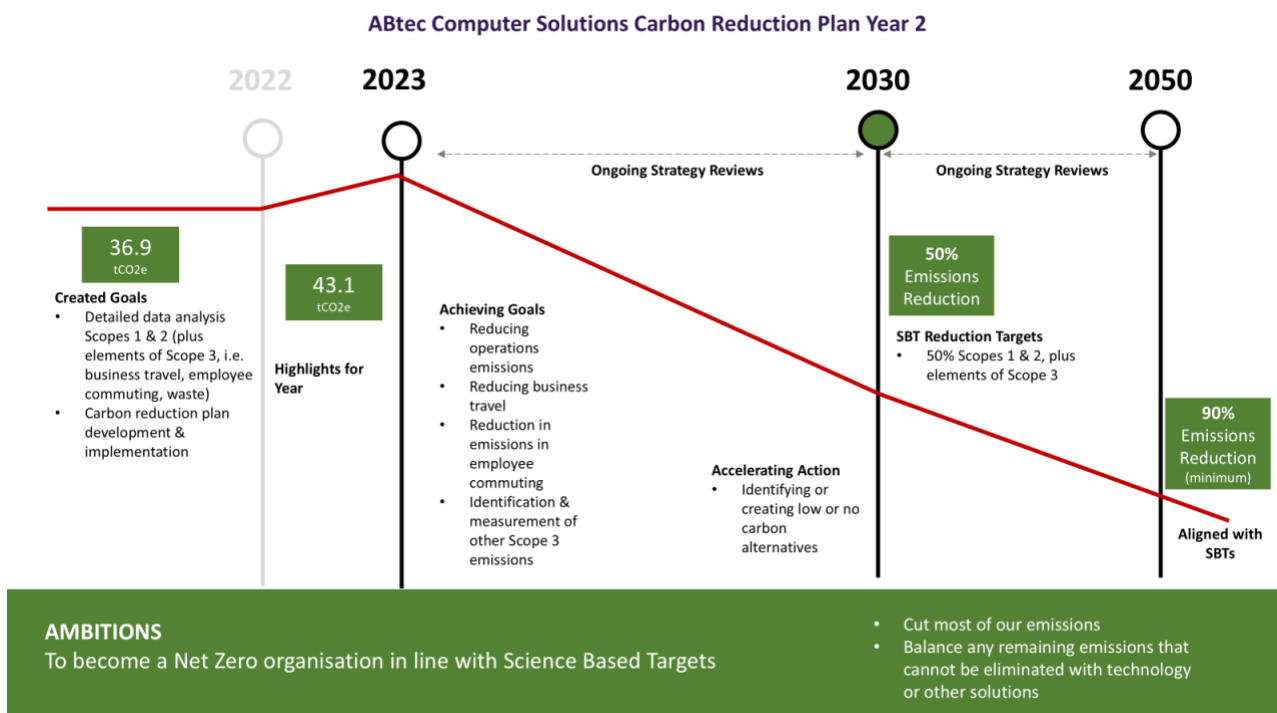
**Intensity Metrics (tCO<sub>2</sub>e)**

	2022	2023	Increase/ Decrease %
 Per Employee	1.9	2.3	+21%

The chosen intensity metrics shows a carbon emissions value of **2.3 tCO<sub>2</sub>e** per employee, which is an increase of 21% from the benchmark period. The business headcount averaged a total of nine employees and exited the reporting period with 10 employees.

## 7 Emissions Reductions Targets

The following graph summarises the carbon emissions reduction targets.





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**8 Carbon Reduction Actions**

ABtec Computer Solutions will develop the following initiatives that will support the company’s strategies to meet Science Based Targets:

Area of Focus	Initiative
<b>Sustainable Travel Policy</b>	ABtec Computer Solutions would look to embed a sustainable travel policy in the next year. The aim of the policy is to encourage and educate staff to take lower carbon travel options such as public transport, cycling, walking or car sharing. This initiative will be done in line with the Employee Engagement process listed above as by educating our employees this will help them be more conscious about commuting and travel.
<b>Employee Engagement</b>	The aim of this initiative is to educate staff in quarterly sessions, educating staff explaining what Net Zero issues and how they can (staff) impact on our carbon emissions. By educating staff they will be more conscious about decisions that they make that can impact or reduce our carbon emissions.
<b>Sustainable Supplier Policy</b>	ABtec Computer Solutions would furthermore embed and develop a sustainable procurement policy within the business to make sustainability a key consideration when purchasing key products and services. As well as evaluating price and quality from suppliers we would look to understand their commitment to sustainability including asking for their carbon reduction plan and their targets during the contractual duration and ask for reporting information on a annual basis.
<b>Energy Review and Energy Usage from Landlord</b>	ABtec Computer Solutions would look to work with the other tenants located in the building to suggest to the landlord to move to more renewable energy sources. Whilst this is not directly in our control we would look to influence where possible. We currently receive 5,080 units of “free” electricity each year as explained by the solar panels and water capture system.
<b>Sustainable Company Car Policy</b>	Finally ABtec Computer Solutions are potentially looking to formalise a sustainable car policy and look where practical to suggest electric car as first choice. We already have 3 hybrid vehicles amongst our employees and there is a charge facility to plug into at our office.

**Signed on behalf of ABtec Computer Solutions**

Name: Barry Taylor



Position: Finance Director

Date: 29/10/24

(Updated)

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**9 Emissions Data**

The data contained in the table below represents total emissions calculated and is consistent with SECR requirements. All sources of emissions that have been measured are included in the totals below. Emissions from key activities are summarised in the previous sections.

	Benchmark Reporting Year January 2022 – December 2022	Current Reporting Year January 2023 – December 2023
Energy consumption used to calculate emissions Electricity Scope 2 - UK and Offshore (kWh)	34,728	37,663
Energy consumption used to calculate emissions – Global, excluding UK and Offshore (kWh)	N/A	N/A
Basis of Energy reporting (Location or Market)	Market	Market
% of total energy sourced from certified renewable sources	0%	0%
Emissions associated with energy consumption - UK, Offshore and Global (tCO <sub>2</sub> e)	6.7	7.8
Emissions from activities for which the company is responsible including combustion of fuel and operation of facilities - <b>Scope 1</b> (tCO <sub>2</sub> e)	0.0	11.6
Emissions from purchase of electricity, heat, steam and cooling purchased for own use - <b>Scope 2</b> (tCO <sub>2</sub> e)	6.7	7.8
<b>Total Scope 1 and 2 Emissions (tCO<sub>2</sub>e)</b>	<b>6.7</b>	<b>19.4</b>
Emissions from upstream activities out of operational control - <b>Scope 3</b> (tCO <sub>2</sub> e)	<b>30.2</b>	<b>22.7</b>
Emissions from use of sold products and services out of operational control - <b>Scope 3</b> (tCO <sub>2</sub> e)	None included	None included
<b>Total Gross Scope 3 Emissions (tCO<sub>2</sub>e)</b>	<b>30.2</b>	<b>23.7</b>
<b>Total Scope 1, 2 and 3 Emissions (tCO<sub>2</sub>e)</b>	<b>36.9</b>	<b>43.1</b>
Intensity ratio tCO <sub>2</sub> e (gross Scope 1, 2 and 3) per employee	1.9	2.3
Carbon offsets (tCO <sub>2</sub> e)	<b>0.0</b>	<b>0.0</b>
<b>Total Annual Net Emissions (tCO<sub>2</sub>e)</b>	<b>36.9</b>	<b>43.1</b>

## ABtec Computer Solutions Carbon Emissions Report

### 10 Standard and Methodology Used

**ABtec Computer Solutions** categorises its Greenhouse Gas (GHG) Emissions as Scope 1, 2 or 3 as referred to in the WBCSD – WRI Greenhouse Gas Protocol (revised edition, dated March 2014). Emissions in Carbon Dioxide equivalent (CO<sub>2</sub>e) for all scopes are calculated using the conversion factors listed in DESNZ Greenhouse Gas Conversion Factors for the relevant 12-month period over which the Carbon Footprint is calculated. Procured renewable electricity and gas is calculated in accordance with the WBCSD – WSI Scope 2 Guidance on procured renewable energy (2015).

### 11 Data Quality / Confidence

The data used to generate this report has been collected from various sources from both within the company and using assumptions gathered by Net Zero International. These emissions have been converted to CO<sub>2</sub>e using GHG Protocol and DESNZ frameworks and conversion factors for the relevant period.

### 12 Declaration and Sign Off

This Carbon Reduction Plan has been completed in accordance with SECR, 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.

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

#### Signed on behalf of Net Zero International

Name: **Chris Williams**



Position: **Co-Founder**

Date: 29/10/24

(Updated)

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**13 Glossary**

<b>Benchmark Data</b>	The chosen 12-month period that sets the calculated emissions that need to be mitigated and/or offset.
<b>Carbon Reduction</b>	Reduction in measured CO <sub>2</sub> e emissions
<b>Carbon Reduction Plan</b>	Plan to reduce CO <sub>2</sub> e emissions over a period of time, updated annually
<b>Carbon Emissions (Gross)</b>	CO <sub>2</sub> e emissions from Company activities
<b>Carbon Emissions (Net)</b>	CO <sub>2</sub> e emissions from Company activities minus verified carbon offsets the Company purchases
<b>Carbon Neutral</b>	When emissions are fully offset including those emissions that could be mitigated.
<b>Carbon Offsets</b>	A removal or reduction of carbon emissions through a verified scheme.
<b>CO<sub>2</sub>e</b>	All greenhouse gases expressed in terms of Carbon Dioxide equivalent (CO <sub>2</sub> e) for consistency of reporting.
<b>DESNZ</b>	Department of Energy Security and Net Zero ( <a href="https://www.gov.uk/government/collections/government-conversion-factors-for-company-reporting">https://www.gov.uk/government/collections/government-conversion-factors-for-company-reporting</a> )
<b>EEIO</b>	Environmentally Extended Input Output – Emissions estimated on spend <a href="https://ghgprotocol.org/">https://ghgprotocol.org/</a>
<b>Organisational Boundaries</b>	GHG Protocol Organisational Boundaries <a href="https://ghgprotocol.org/sites/default/files/standards/ghg-protocol-revised.pdf">https://ghgprotocol.org/sites/default/files/standards/ghg-protocol-revised.pdf</a>
<b>GHG Protocol</b>	Greenhouse Gas Protocol <a href="https://ghgprotocol.org/">https://ghgprotocol.org/</a>
<b>Greenhouse Gases</b>	Carbon Dioxide (CO <sub>2</sub> ), Methane (CH <sub>4</sub> ), Nitrous Oxide (N <sub>2</sub> O), Chlorofluorocarbons (CFCs and HCFCs), Hydrofluorocarbons (HFCs), Perfluorocarbons (PFCs), Sulphur Hexafluoride (SF <sub>6</sub> )
<b>Greenhouse Gas Conversion Factors</b>	Annually published conversion factors normally published by relevant government departments. Converts activity into CO <sub>2</sub> e emissions.
<b>Greenhouse Gas Emissions (GHG)</b>	Gases in the atmosphere that absorb and radiate heat
<b>Intensity Metric/Ratio</b>	A metric that measures carbon emissions per relevant unit of activity in a business.
<b>Market Reporting v Location Reporting</b>	Market is based on specific tariffs. Location is based on the country from which you are reporting.
<b>Net Zero</b>	GHG emissions are mitigated and those that cannot are offset
<b>Renewable Tariff</b>	An energy tariff that is 100% powered by renewable energy and is certified.
<b>SBT</b>	Science Based Targets – reducing emissions by 50% by 2030 and by 90% by 2050 and offsetting the remaining amount.
<b>Scope 1</b>	The fuels that are burnt (gas, transport the company owns, refrigerant gases)
<b>Scope 2</b>	The energy that is bought (electricity from the grid, purchased heat)
<b>Scope 3</b>	Emissions embedded in everything a company buys and emitted as a consequence of everything a company sells.
<b>SECR</b>	Streamlined Energy and Carbon Reporting
<b>tCO<sub>2</sub>e</b>	Metric tonnes of CO <sub>2</sub> equivalent emitted.
<b>WBCSD</b>	World Business Council for Sustainable Development <a href="https://www.wbcsd.org/">https://www.wbcsd.org/</a>
<b>WRI</b>	World Resource Institute <a href="https://www.wri.org/">https://www.wri.org/</a>