Carbon Reduction Plan

Supplier name: **Tender Touch UK Ltd**

Publication date: 14 November 2023

Commitment to achieving Net Zero

Tender Touch UK Ltd is committed to achieving Net Zero emissions by 2050. This is consistent with the UK Government's commitment under the Climate Change Act, and will play a significant role in the decarbonisation of the United Kingdom as a whole.

Baseline year emissions- 2022

EMISSIONS	TOTAL (TCO2e)
Scope 1	0.00
Scope 2	25.04
Scope 3 (Included Sources)	Waste generation: 0.18 Business travel: 202.75 Employee commuting: 48.15 Downstream transportation: 0.61 Total: 251.69
Total Emissions	276.73

Current emissions reporting

Emissions	Total (tCO2e)
Scope 1	0.0
Scope 2	13.15
	Waste generation: 0.23 Business travel: 318.68 Employee commuting: 28.76 Downstream transportation: 1.03 Scope 3 total: 348.70
Total Emissions	361.85

Tender Touch UK Ltd has seen a number of changes over the past year, including an increase in staff numbers and a return to normal levels of staff travel and events after the COVID-19 pandemic. We have worked with colleagues to build a more comprehensive data set, including additional training asset data. Furthermore, for transparency and aligned reporting purposes, hotel stays have been included in category 6 business travel. These factors mean our scope 3 emissions have increased for 2022/23.

Emissions reduction targets

We have made the commitment to be net zero by 2050. This includes emissions in scope, including gas, electricity, business travel and staff commuting.

We will be net zero across our remaining scope 3 emissions, including our supply chain, transport and distribution, waste and electrical use of our leased assets by 2050. We plan to put interim targets in place to ensure sufficient progress is made and will work towards aligning with best available scientific data.

Carbon reduction projects

Completed carbon reduction initiatives

The following environmental management measures and projects have been completed or implemented during our reporting year, August 2022 to July 2023:

- Published our Net Zero Roadmap which outlines our approach to reducing emissions and sets out our plans for future projects
- Aligned our sustainability impact and future strategy to the UN Sustainable Development Goals
- Built sustainability into procurement processes including environment and net zero questions as part of the tender process; the first set of tenders have been evaluated based on their environmental credentials
- Introduced an electric car scheme for staff, alongside the existing cycle to work scheme
- Recycled over 60 electronic items
- Sent less than 1% of our domestic and electronic waste from our offices to landfill
- Increased internal communications and engagement across the business through new intranet pages, blog posts and all staff presentations on our new approach to sustainability
- Recruited a sustainability subject specialist to provide member support in the sector, which will include vision for sustainable change workshops and self-service advice in the form of online reports, guides, and blog articles

Planned carbon reduction initiatives

Over the next 12 months we plan to build on our existing knowledge and expand our new approach to sustainability across the company by undertaking the following:

- Develop a sustainability programme to incorporate sustainability across the organisation and measure and report collective impact
- Work to adopt an environmental management system to ISO14001 standard to provide the framework for monitoring, measuring and reporting across all environmental areas including emissions. ISO14064 will be used as the tool for verifying emission data to ensure robustness and assurance when publicly reporting progress towards net zero
- Establish an energy strategy to reduce emissions from our operations
- Deliver a sustainability training programme to ensure staff are well informed and understand the scope of sustainability and how activities can help us towards our net zero target

- Explore revision to the estates management record to incorporate the standardised carbon emission framework and improve user experience

- Continue to collaborate with the sector on projects to understand the environmental impact of IT/digital

- Embed sustainability into advisory activities, providing comprehensive guidance on incorporating sustainable practices into digital strategies

- Establish and maintain an environmental sustainability online community aimed at fostering collaboration, knowledge sharing and support among individuals and institutions in the FE and HE sectors

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 standard4 and uses the appropriate Government emission conversion factors for greenhouse gas company reporting5.

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) Standard6.

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:

Charles Muriithi

Date: 14 November 2023