



Carbon Reduction Plan 2022/23

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Supplier name:Hybrid Technical Services.....

Publication date:05/11/2022.....

Introduction

This Carbon Reduction Plan conforms to the requirements of Procurement Policy Note PPN06/21; “Taking Account of Carbon Reduction Plans in the procurement of major government contracts”, published in June 2021 and the supporting “Technical standard for the Completion of Carbon Reduction Plans”.

Reporting Standards and Scope

The calculation of Hybrid Technical Services carbon footprint is in line with the Greenhouse Gas Protocol Corporate Accounting and Reporting Standard.

Commitment to achieving Net Zero

Hybrid Technical Services is committed to achieving Net Zero emissions by 2050.

We refer to our scope 1 and 2 carbon emissions as our business operations carbon, as it relates to our own use of energy for our own operations and is under our control. We will achieve net zero for scope 1 and 2 by 2050. We are aiming to achieve this target without offsetting.

As part of our pathway to net zero we will achieve a number of interim targets as below.



Hybrid Technical Services delivery spans Apprenticeship Training, Professional Gas training and assessment and professional upskilling via Skills Bootcamps. Our pathway to net zero and associated carbon reduction targets and action plans are structured in line with our core business operations.

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 will be the reference point against which emissions reduction can be measured. Therefore, as this is the 1st report this year's figures will be used as the baseline going forward as our starting point.

Current Emissions Reporting

Reporting Year: 2022	
Hybrid Technical Services has been committed to reducing its environmental impact since 2019. However, has not previously formally measured and reported scope 1 and 2 carbon emissions. Going forward, we will set our carbon emissions baseline to our financial year 2021/22 as set out below.	
EMISSIONS	TOTAL (tCO ₂ e)
Scope 1:	34.0 t CO ₂
Scope 2:	2.42 t CO ₂ ¹
Scope 3 (Included Sources)	Our baseline year for scope 3 will be the financial year 2022/23
Total Emissions	35.42 t CO ₂

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

We project that carbon emissions will decrease over the next three years to 28.336 tCO₂ by 7 tCO₂. This is a reduction of 20%

Scope 2 Note Gas usage is not currently included in this figure as this is not available at the current time. Once we have moved to new premises, post march we will adjusting the baseline using the new 2023 CO₂ gas consumption and report this in the Carbon Reduction Plan.

¹ Gas usage is not currently included in this figure as this is part of the rental agreement for with Coventry City Council.

Scope 3 carbon (value chain)

We made the decision not to estimate our scope 3 performance for financial year 2021/22, but to focus on implementing the reporting processes required to ensure robust scope 3 data capture to enable setting of an accurate baseline. We will report the 2022/23 baseline in our 2023 Carbon Reduction Plan update and will report progress against this baseline in subsequent years. It is proposed that in financial year 2022/23 we will have developed new tools to enable scope 3 data collection, including for materials embodied carbon and supply chain fuel and energy reporting.

	Vehicle fuel	Public transport	Waste	Materials embodied carbon	Employees
Upstream transportation and distribution				Distribution of materials Use of VLE to cut down materials distribution	
Waste generated			Waste disposal/recycling rates		
Business travel	Car allowance & private mileage paid for by HybridTec	Public transport			
Employee commuting		Public transport			Commuting mileage not paid for by HybridTec

Emissions reduction targets

Our pathway to net zero carbon has been developed as part of our response to our net Zero Mission. Our overall approach to achieving net zero carbon follows a four-step process:

- **Review** - assess and improve processes, tools and systems for carbon emission data collection
- **Reduce** - implement energy and carbon reduction and efficiency measures to reduce energy demand
- **Renew** - identify and implement measures to increase generation and use of renewable energy
- **Rebalance** - offset the remaining balance of carbon following reduce and renew measures (with restrictions)

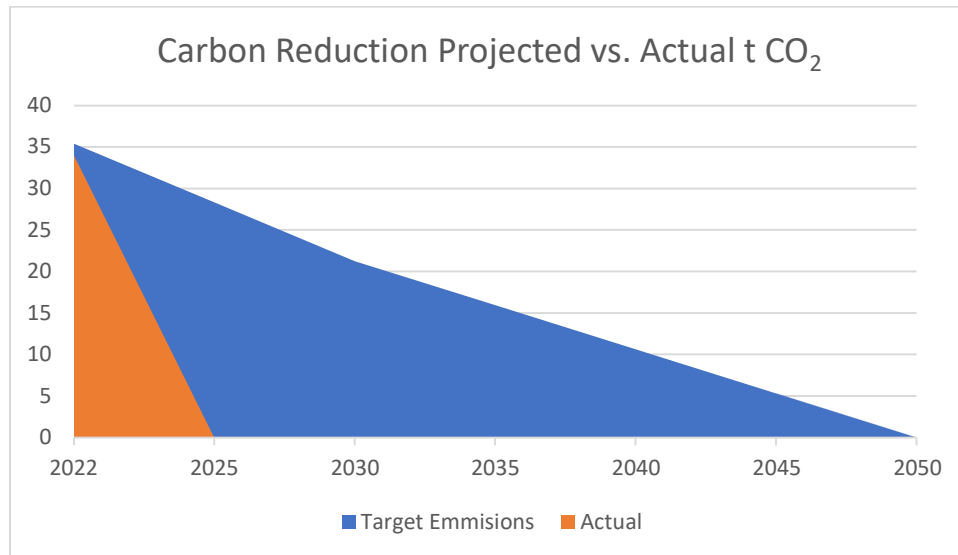
Our pathway to net zero, which plot the year-on-year reductions we will make to achieve net zero carbon by 2050 can be seen below:



We project that scope 1 and 2 carbon emissions will decrease over the next nine years by 65%

We confirmed our commitment to Science Based Targets and the Business Ambition for 1.5°C, Race to Zero and to the public commitments ensure we are transparent and accountable for our carbon reduction performance.

Progress against these targets can be seen in the graph below:



Note: *actuals information limited as 2021/22 is the baseline going forward*

Carbon Reduction Projects

Completed Carbon Reduction Initiatives

We are in the process of replacing all business vehicles with Electric vehicles as part of our commitment to reducing carbon emissions. However, as these have not yet been purchased we have not included these figures in our savings.

Future Initiatives

In the future we hope to implement further measures such as those outlined below.

Vehicles

- The purchase of 3 electric vehicles, to be delivered in August 2023 to replace current company vans and cars used for onsite visits and work purposes. This will take consumption down from 34.0 t CO₂ to 3.1 t CO₂ a 90.8% reduction.

Equipment

- We plan to increase the life cycle of our computers from 3 to 4 years

Communication and engagement strategy

- Internal and external presentations and webinars
- Series of intranet articles and blogs outlining our approach to carbon management
- Creation of short animations to engage a wide audience
- Implementation of a Sustainability Attitudes survey to all Hybrid Technical Services employees to understand and promote employee engagement

Estate and premises improvements

- Installation of LED lighting to offices and operational sites
- Investigate Electric Vehicle Charging points - installation of infrastructure at HybridTec main centre in March 2023

Hybrid Technical Services is due to expand to an upper floor by April 2023, with the increase square footage we acknowledge that we will not be able to measure like for like. Nevertheless, we are committed to reducing Co2 emissions per square meter and plan to put in efficiencies such as LED and energy efficient lighting when possible.

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 standard² and uses the appropriate Government emission conversion factors for greenhouse gas company reporting³.

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) Standard⁴.

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

Signature 
S Gilmore (Dec 9, 2022 14:00 GMT)

Date - 31/10/2022

Date of next update - August 2023

²<https://ghgprotocol.org/corporate-standard>

³<https://www.gov.uk/government/collections/government-conversion-factors-for-company-reporting>

⁴<https://ghgprotocol.org/standards/scope-3-standard>

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Final Audit Report

2022-12-09

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